



Agenda Item #: _____

Staff Report

City of Manhattan Beach

TO: Honorable Mayor Montgomery and Members of the City Council

THROUGH: David N. Carmany, City Manager

FROM: Richard Thompson, Director of Community Development
Jim Arndt, Director of Public Works
Nhung Madrid, Management Analyst
Jack Rydell, City Traffic Engineer
Steve Finton, City Engineer

DATE: June 21, 2011

SUBJECT: Consideration of the Parking and Public Improvements Commission Recommendation to Proceed with the 2011 Federal Safe Routes to School Grant Application

RECOMMENDATION:

Staff recommends that the City Council approve the Parking and Public Improvements Commission's recommendation to proceed with the 2011 Federal Safe Routes to School grant application currently being prepared by City Staff in coordination with seven schools within the City of Manhattan Beach.

FISCAL IMPLICATION:

The Federal Safe Routes to School Grant is a reimbursement program with no local match required. \$1,000,000 is the maximum amount that can be requested for an infrastructure project and \$500,000 for a non-infrastructure project. The preliminary construction cost estimate for the items identified on the attached sketches (Exhibit A) is \$310,000. The total grant request will also include funding for non-infrastructure activities, funding for right-of-way and utility evaluations, design activities, construction engineering and contingencies. A rough estimate of the total grant request is \$500,000. If the City is awarded the grant, staff will return to Council to have funds appropriated at that time.

BACKGROUND:

On April 15, 2011, Caltrans issued a call for projects for the Cycle 3 Federal Safe Routes to School grant. The call is for \$42 Million in projects for a two-year cycle of funds to be adjusted as needed pending a new Transportation Act which is currently in progress. Applications are due by July 15, 2011.

This grant is for reducing injuries and fatalities through capital (engineering) projects that improve safety for children in grades K-8 who walk or bicycle to school and through non-infrastructure projects that incorporate education, encouragement, and enforcement activities that are intended to

change community behavior, attitudes, and social norms to increase the numbers of children walking and bicycling to school. Evaluation is a key component of the program and is required for both infrastructure and non-infrastructure projects.

Each Caltrans District is apportioned funds based upon student enrollment. District 7, which Manhattan Beach is located within, has been apportioned approximately one-third of the available statewide funds (\$14 Million). Any local or regional agency is eligible to apply for Safe Routes to School funds. Unless an agency is extremely large and has many schools (such as Los Angeles City or County), it is recommended that only one application per agency be submitted. Capital projects must fall under the broad categories of pedestrian facilities, traffic calming measures, installation of traffic control devices, construction of bicycle facilities, and public outreach/education/enforcement. Up to 10% of the construction cost can fund an education/encouragement/enforcement element in an infrastructure project. Stand alone non-infrastructure projects may include: conducting Safe Routes to School workshops, walkability audits, conducting student assemblies for pedestrian and bicycle safety, and developing walking school bus programs or bicycle train programs to name a few.

This grant is different from the State Safe Routes to School grant program, which Manhattan Beach successfully submitted in 2009. Although both grant programs are similar, there are specific differences between the two such as project eligibility, city match and available funding amount. The next State safe routes to school grant call for projects should occur in Fall 2011.

DISCUSSION:

The Safe Routes to School program is unique in its overriding emphasis on community participation in the development and implementation of a project. By involving the public, schools, parents, teachers, students, local agencies, public health agencies, pedestrian and bicycle advocates, the business community, law enforcement, engineering professionals, and others, a comprehensive and integrated solution to improve safety and facilitate more walking and bicycling is likely to develop and be sustained beyond the life of the project. Successful applications are those that clearly demonstrate how the project was initiated through community participation and how the project will incorporate key elements referred to as the 5 E's - Education, Encouragement, Enforcement, Engineering, and Evaluation.

To fully understand the requirements of the grant application and learn about successful strategies for obtaining funding, the City Traffic Engineer attended a workshop at Caltrans District 7 headquarters on May 3. At this workshop, several points were clearly expressed by Caltrans Staff and the presenters, including:

- The grant process has become much more competitive recently and the guidelines and instructions contained in the grant application process must be closely followed for an applicant to be successful.
- Projects must be driven by the local stakeholders, such as parents, PTA teachers and school administration as opposed to developed independently by City Staff. The projects should be the result of stakeholders identifying specific problems at specific locations and then having the Traffic Engineer and other City Staff suggest possible improvements.
- Substantial City Staff effort is required both in the application process and, if awarded, in follow-up activities.

- A comprehensive school and City partnership is required to ensure that any grant award includes the 5 E's and is sustainable, both in terms of effort and resource allocation.

To prepare the grant application and adhere to the suggestions made at the workshop, The Traffic Engineer and City Staff conducted individual meetings with each school in May and met with school administration and key school stakeholders at the following schools that expressed interest in being included:

- American Martyrs School;
- Grand View Elementary School;
- Manhattan Beach Middle School;
- Meadows Elementary School;
- Pacific Elementary School; and,
- Robinson Elementary School.

(Pennekamp Elementary was not included in this grant application because the school was unable to provide the needed time commitment from staff and/or parent volunteers.) At this meeting, the grant purpose, process and application were explained. Follow-up action from each school was identified, which generally consisted of identifying problem locations, specific problems and student walking/bicycling characteristics.

After obtaining this information, follow-up field meetings were conducted with the stakeholders from each school to evaluate the conditions that prevented or hindered students walking/bicycling to school and specific improvements were discussed. Primary concerns from the stakeholders included the speed of traffic along routes to school, crossing safety, poor motorist driving behavior and separation between vehicles and children. After obtaining consensus from the stakeholders on the potential improvements, the City Engineer was consulted to determine the feasibility of each item. The attached sketches (Exhibit A) identify specific improvements for each school. The design and location of the improvements are shown at a conceptual level only – if the grant application is successful it will include funding for preparation of final design. Furthermore, improvements may still be added or removed prior to submittal of the application pending final cost estimate, constructability or feasibility issues. Typical improvements include:

- Radar speed feedback signs;
- Curb extensions and center islands;
- Flashing beacons on “STOP” signs;
- Enhanced pedestrian pathway markings and separation;
- Signage and markings; and,
- Bike facilities.

New to the grant this year is the ability to include a request for funding up to 10% of the construction for education, encouragement and enforcement activities. This will be done and may include some of the following:

Education

- Safety training for children;

- School websites;
- Presentations, assemblies and newsletters;
- Parent education; and,
- Neighborhood outreach.

Encouragement

- Walking school bus;
- Individual and class competitions with prizes;
- Health Fairs;
- Events (such as walking Wednesdays); and,
- Park and Walk sites.

Enforcement

- Neighborhood speed watch;
- Regular meetings between school, City and Police representatives; and
- Patrol schedules.

Meetings were also held with the key personnel from the Police Department to identify their enforcement and education efforts around the schools. Information obtained in these discussions will be included in the application to assist in highlighting the ongoing efforts to enhance pedestrian and bicyclist safety, as well as coordinate future efforts and ensure sustainability.

On June 9, 2011, staff presented the Parking and Public Improvements Commission with an overview of the Safe Routes to School grant background as well as a brief description of all of the traffic improvements for each participating school. At the Commission meeting, two speakers gave public testimony. Two school representatives from American Martyrs School and Grand View Elementary were also present at the meeting. After discussing the suggested traffic improvements, the Commissioners unanimously recommended that City Council approve the Commission's recommendation to proceed with the 2011 Federal Safe Routes to School grant application currently being prepared by City Staff in coordination with seven schools within the City of Manhattan Beach.

As mentioned, the Safe Routes to School program is unique in its overriding emphasis on community participation in the development and implementation of a project. Successful applications are those that clearly demonstrate how the project was initiated through community participation by involving the public, schools, parents, teachers, students, local agencies, public health agencies, pedestrian and bicycle advocates, law enforcement, engineering professionals, and business community and how the project will incorporate the 5 E's - Education, Encouragement, Enforcement, Engineering, and Evaluation.

- Exhibits:
- A. Parking and Public Improvements Commission Staff Report dated June 9, 2011 with attachments
 - B. Parking and Public Improvements Commission Draft Minutes for June 9, 2011
 - C. Safe Routes to School Cost Estimates

EXHIBIT A
City Council Mtg 6/21/11

**CITY OF MANHATTAN BEACH
DEPARTMENT OF COMMUNITY DEVELOPMENT**

TO: Parking and Public Improvements Commission

FROM: Richard Thompson, Director of Community Development
Nhung Madrid, Management Analyst *nm*
Steve Finton, City Engineer *SF*

BY: Jack Rydell, Traffic Engineer *JR*

DATE: June 9, 2011

SUBJECT: 2011 Federal Safe Routes to School Grant Application

RECOMMENDATION:

It is recommended that the Parking and Public Improvements Commission conduct a public meeting, and recommend proceeding with the Safe Routes to School grant application currently being prepared by City Staff in coordination with schools within the City of Manhattan Beach.

BACKGROUND:

On April 15, 2011, Caltrans issued a call for projects for the Cycle 3 Federal Safe Routes to School grant. The call is for \$42 Million in projects for a two-year cycle of funds to be adjusted as needed pending a new Transportation Act which is currently in progress. Applications are due by July 15, 2011.

This grant is a reimbursement funding program for reducing injuries and fatalities through capital (engineering) projects that improve safety for children in grades K-8 who walk or bicycle to school and through non-infrastructure projects that incorporate education, encouragement, and enforcement activities that are intended to change community behavior, attitudes, and social norms to increase the numbers of children walking and bicycling to school. Evaluation is a key component of the program and is required for both infrastructure and non-infrastructure projects.

Each Caltrans District is apportioned funds based upon student enrollment. District 7, which Manhattan Beach is located within, has been apportioned approximately one-third of the available statewide funds (\$14 Million). District review committees score and rate the applications using standardized evaluation forms furnished by Caltrans Headquarters. Once projects are selected and prioritized, Districts will submit their list to Caltrans Headquarters who validate the District selections and compile a statewide list of selected projects for Director approval, at which point applicants are notified of the results.

Any local or regional agency is eligible to apply for Safe Routes to School funds. Unless an agency is extremely large and has many schools (such as Los Angeles City or County), it is recommended that only one application per agency be submitted. Capital projects must fall under the broad categories of pedestrian facilities, traffic calming measures, installation of traffic control devices, construction of bicycle facilities, and public outreach/education/enforcement. Up to 10% of the

construction cost can fund an education/encouragement/enforcement element in an infrastructure project. Stand alone non-infrastructure projects may include: conducting Safe Routes to School workshops, walkability audits, conducting student assemblies for pedestrian and bicycle safety, and developing walking school bus or bicycle train programs to name a few. There is no local match required. \$1,000,000 is the maximum amount that can be requested for an infrastructure project and \$500,000 for a non-infrastructure project.

This grant is different from the State Safe Routes to School grant program, which Manhattan Beach successfully submitted on in 2009. Although both grant programs are similar, there are specific differences between the two such as project eligibility, city match and available funding amount. The next State safe routes to school grant call for projects should occur in Fall 2011.

DISCUSSION:

The Safe Routes to School program is unique in its overriding emphasis on community participation in the development and implementation of a project. By involving the public, schools, parents, teachers, students, local agencies, public health agencies, pedestrian and bicycle advocates, the business community, law enforcement, engineering professionals, and others, a comprehensive and integrated solution to improve safety and facilitate more walking and bicycling is likely to develop and be sustained beyond the life of the project. Successful applications are those that clearly demonstrate how the project was initiated through community participation and how the project will incorporate key elements referred to as the 5 E's - **Education, Encouragement, Enforcement, Engineering, and Evaluation.**

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At this meeting the grant purpose, process and application were explained. Follow-up action from each school was identified, which generally consisted of identifying problem locations, specific problems and student walking/bicycling characteristics.

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The preliminary construction cost estimate for the items identified on the attached sketches is \$400,000. The total grant request will also include 10% for non-infrastructure activities, funding for right-of-way and utility evaluations, design activities, construction engineering and contingencies. A rough estimate of the total grant request is \$600,000.

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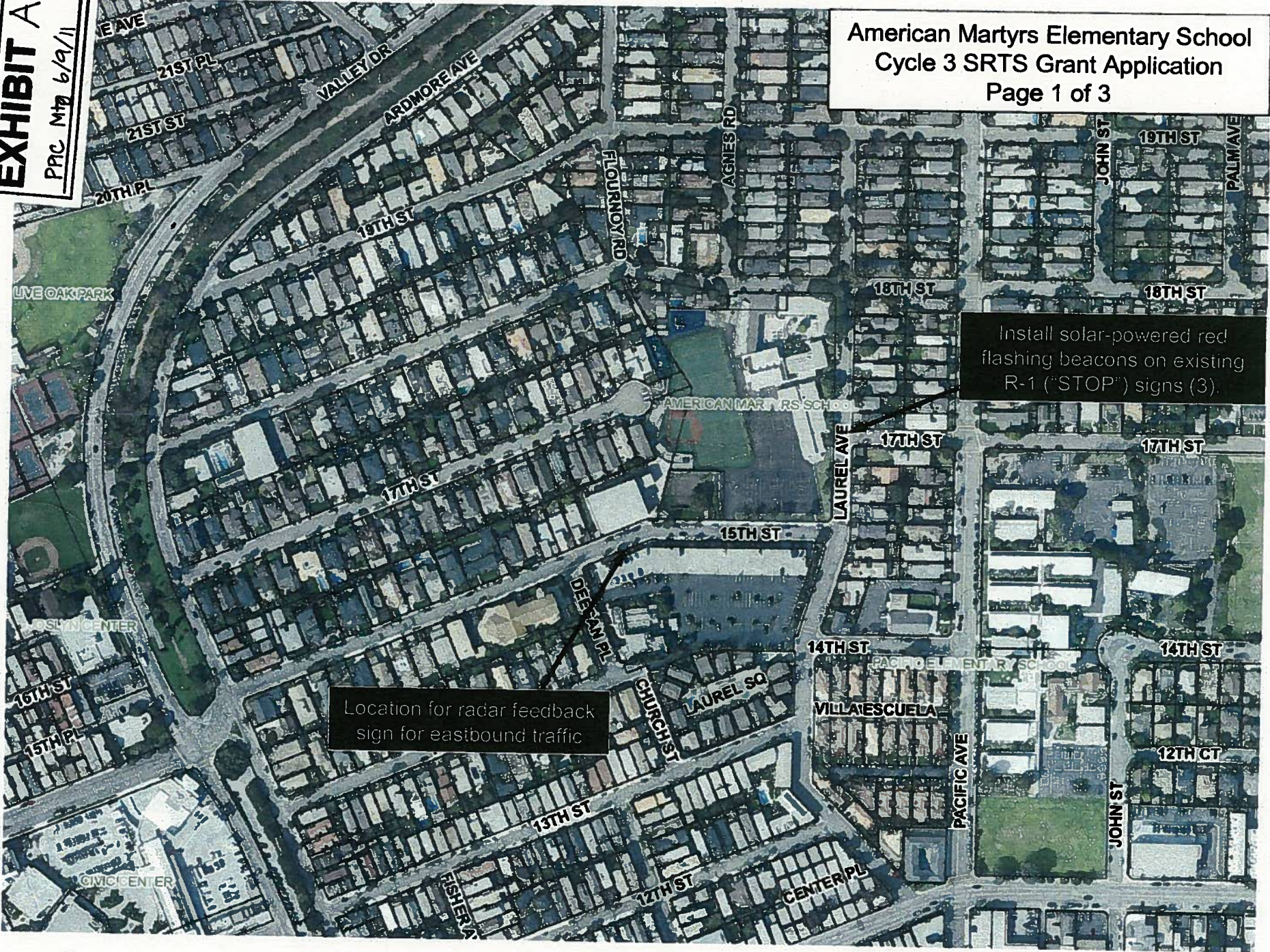
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Exhibits:

- A. American Martyrs School Improvements
- B. Grandview Elementary School Improvements
- C. Manhattan Beach Middle School Improvements
- D. Meadows Elementary School Improvements
- E. Pacific Elementary School Improvements
- F. Robinson Elementary School Improvements

EXHIBIT A
PPIC M79 6/9/11

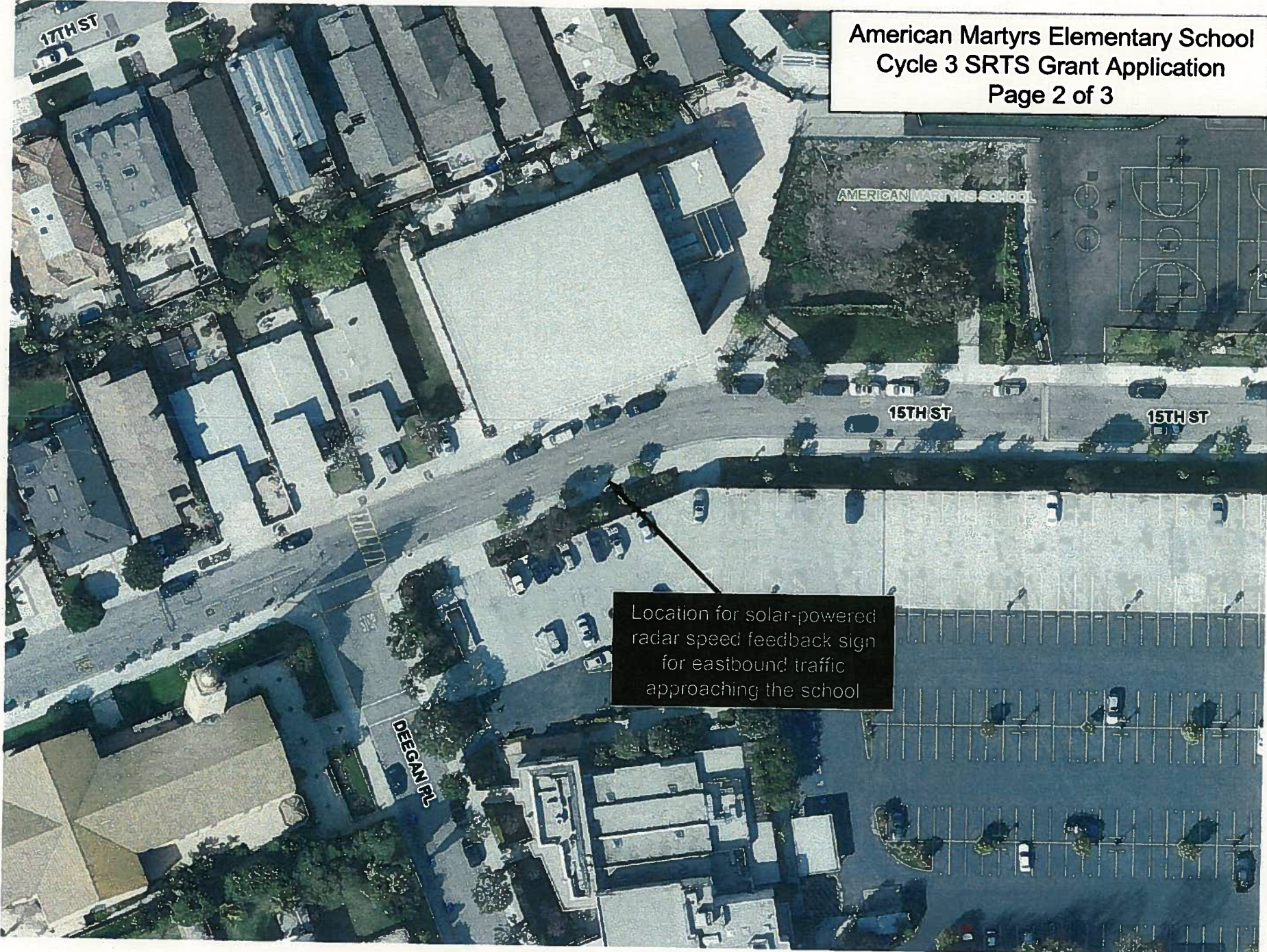
**American Martyrs Elementary School
Cycle 3 SRTS Grant Application
Page 1 of 3**



Install solar-powered red flashing beacons on existing R-1 ("STOP") signs (3).

Location for radar feedback sign for eastbound traffic

American Martyrs Elementary School
Cycle 3 SRTS Grant Application
Page 2 of 3



Location for solar-powered radar speed feedback sign for eastbound traffic approaching the school

Install solar-powered red flashing beacons on existing R-1 ("STOP") signs (3). Beacons shall be on timer to coincide with school arrival and dismissal periods

LAUREL AVE

17TH ST

17TH ST

- Notes:
1. Crosswalks shown have been replaced with high visibility crosswalks since aerial was taken.
 2. Intersection has been changed to all-way stop control.

EXHIBIT B

PPIC Mtg 6/9/11

12

**Grandview Elementary School
Cycle 3 SRTS Grant Application
Page 1 of 10**

Install painted hatching and rpm's on Vista Dr pedestrian pathway between 26th St to 33rd St

Location for radar feedback sign for southbound traffic

Install "Yield Here to Pedestrians" signs and Yield markings

Install a high visibility white crosswalk and signage

Location for radar feedback sign for southbound traffic

Install flexible delineators on Manor Dr pedestrian pathway n/o 24th St

Location for radar feedback sign for northbound traffic

Install a high visibility school crosswalk

Install pedestrian activated in-roadway warning lights





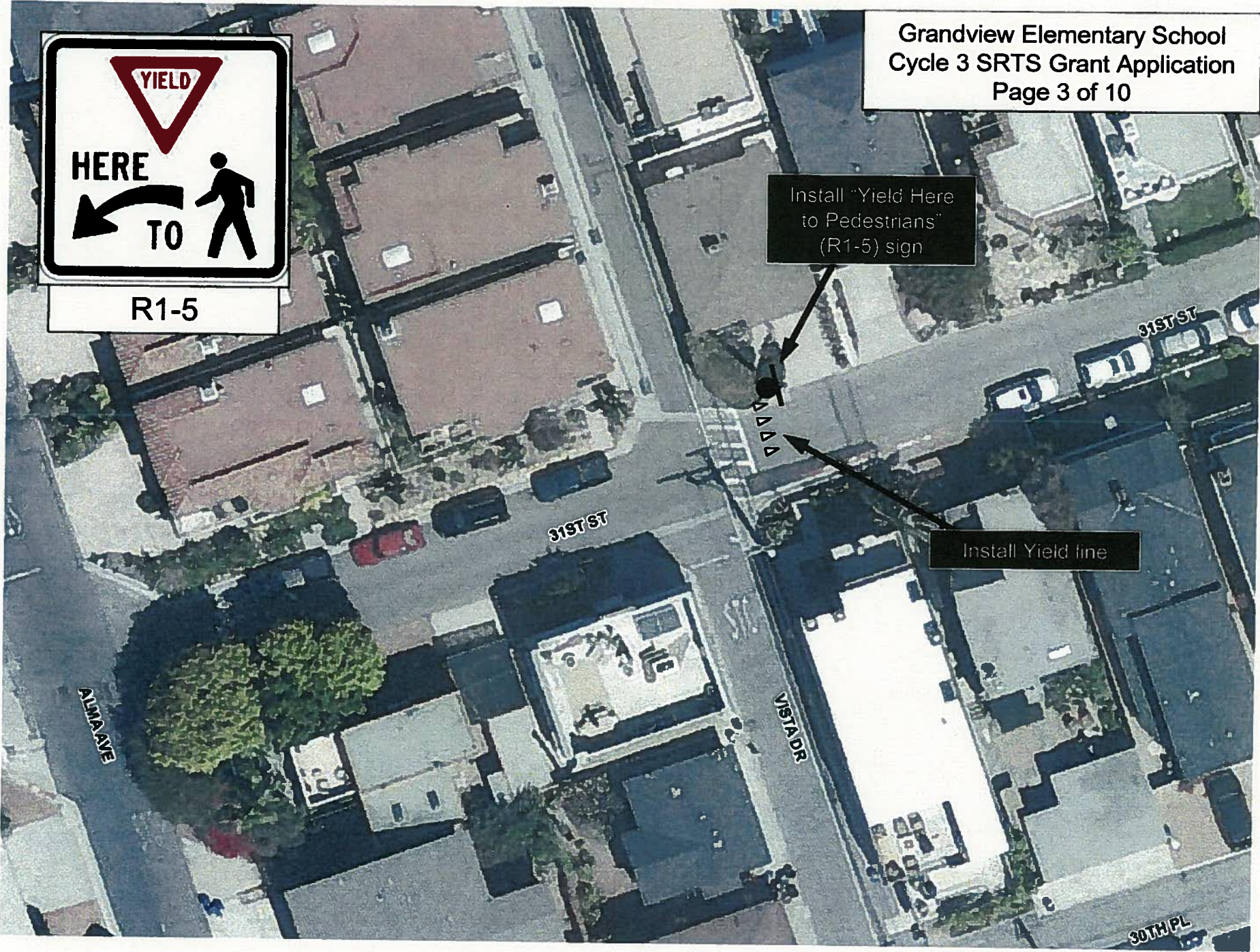
Install "Yield Here to Pedestrians" (R1-5) sign

Install Yield line



Install "Yield Here
to Pedestrians"
(R1-5) sign

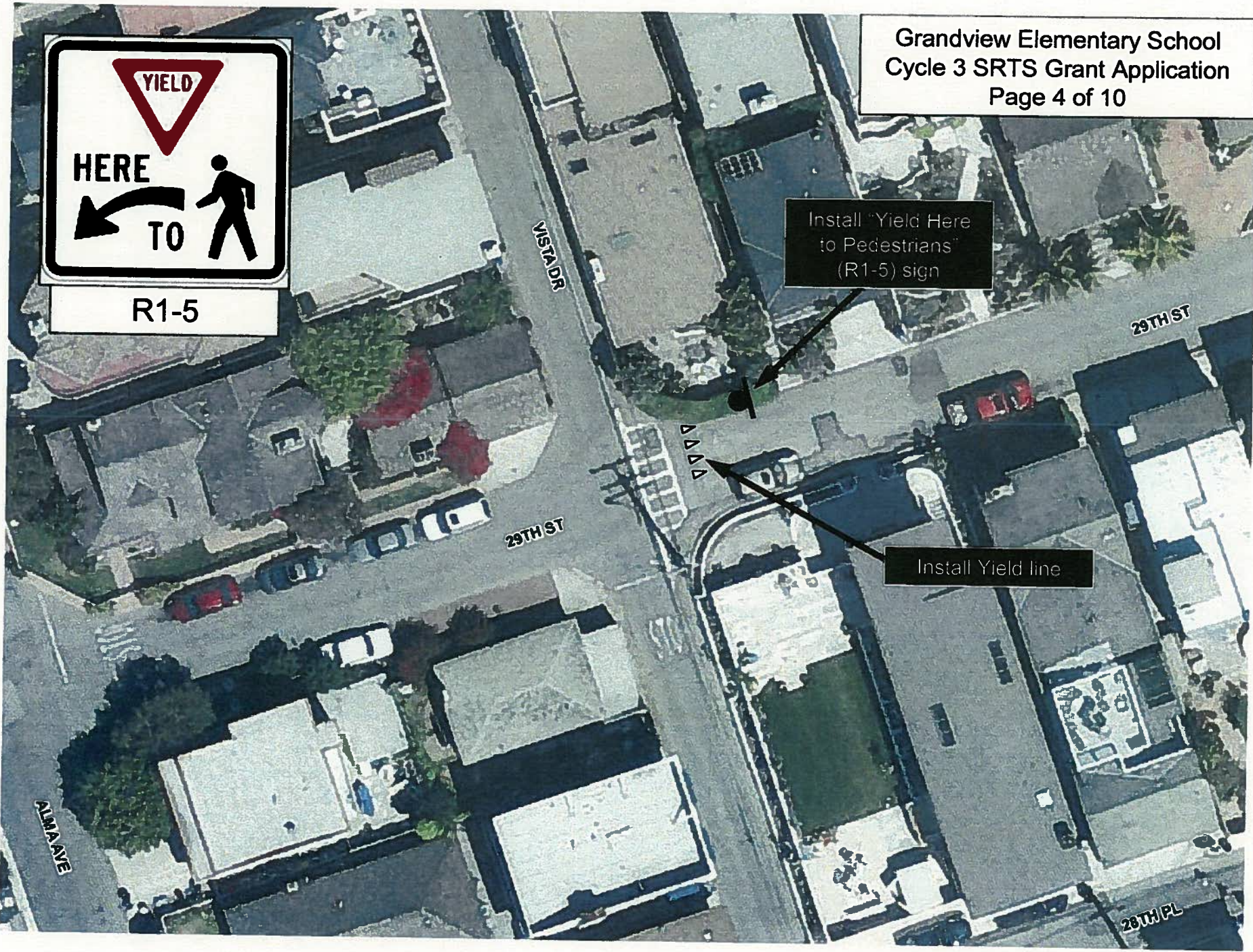
Install Yield line





Install "Yield Here to Pedestrians" (R1-5) sign

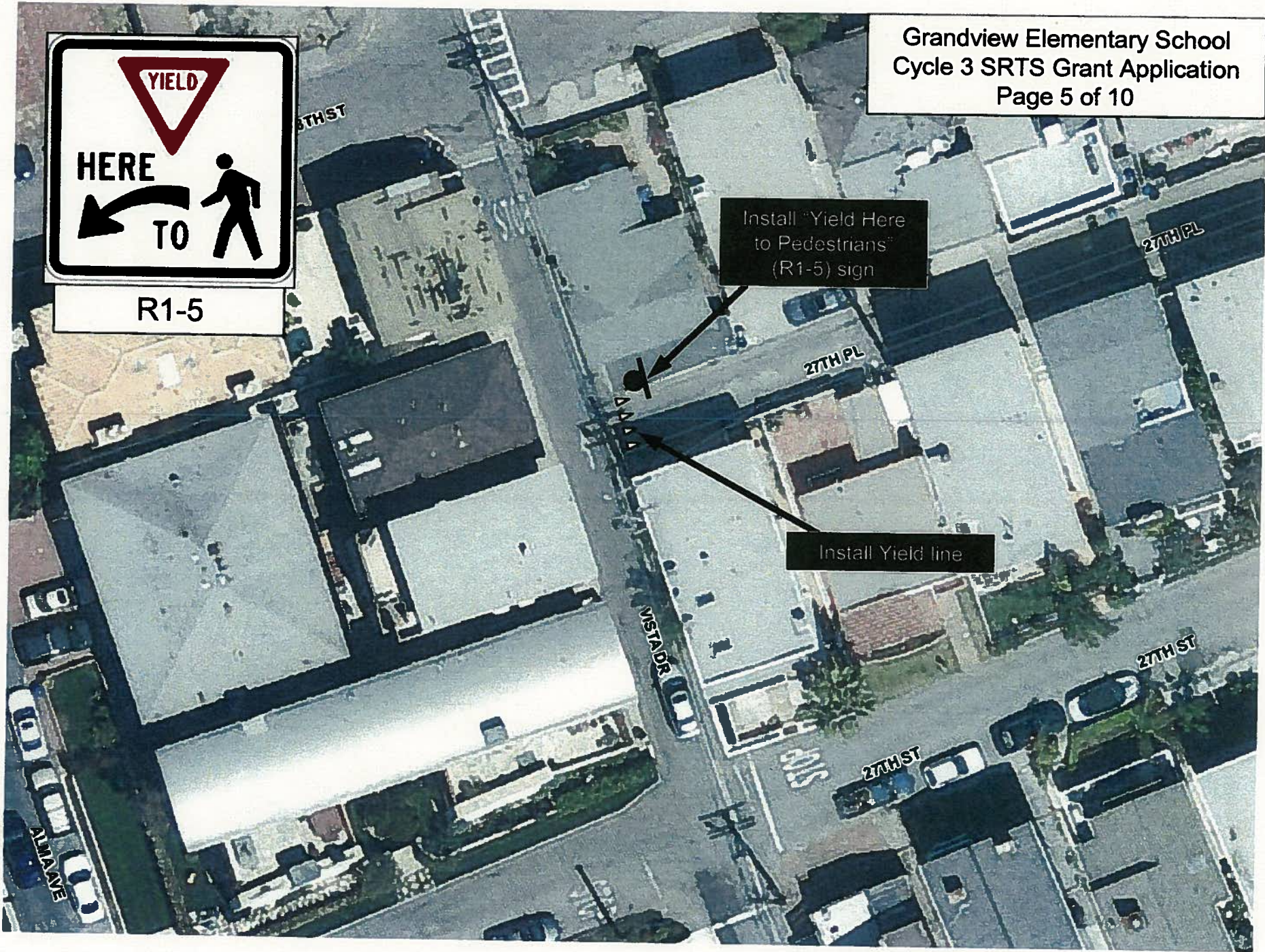
Install Yield line



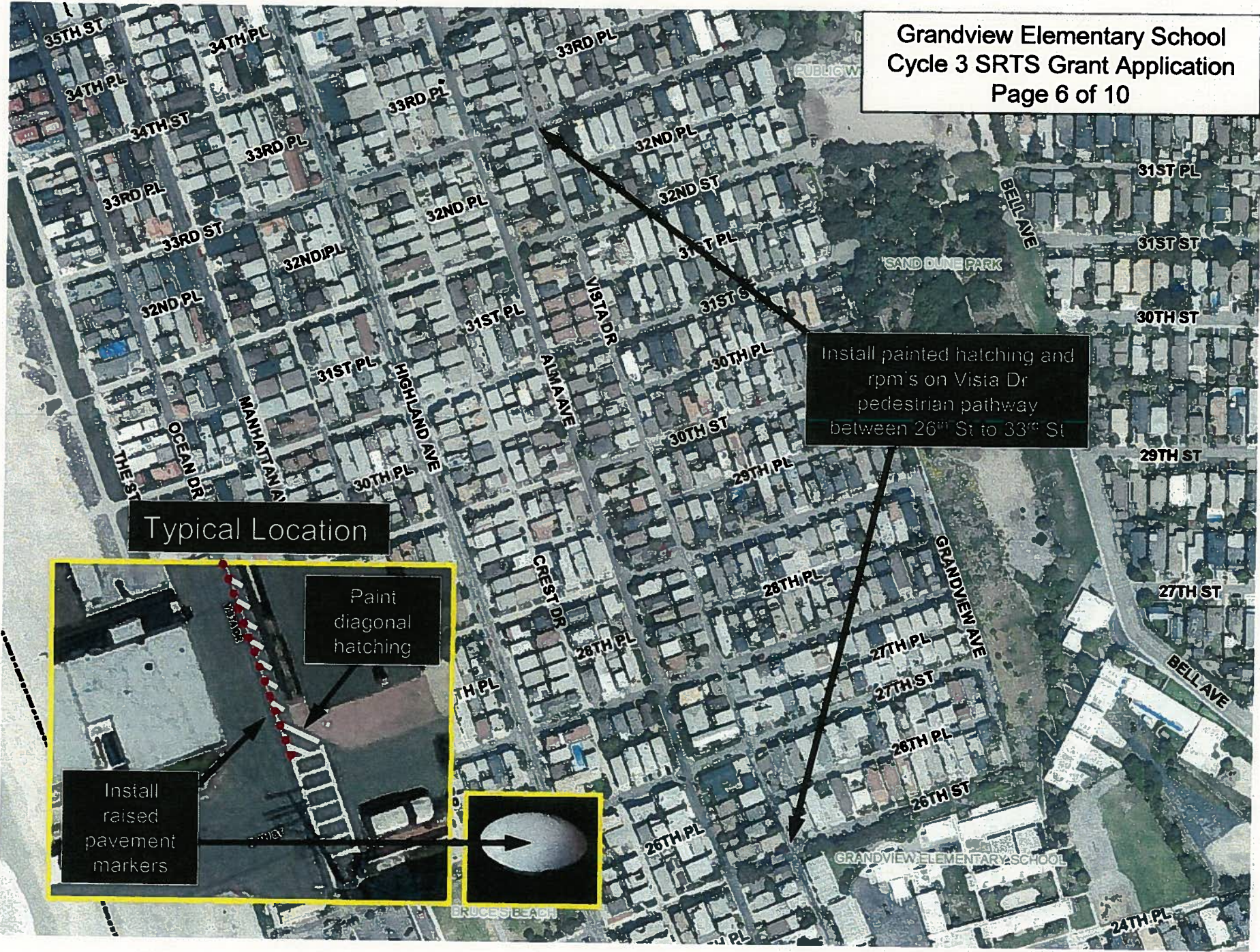


Install "Yield Here to Pedestrians" (R1-5) sign

Install Yield line



Grandview Elementary School
Cycle 3 SRTS Grant Application
Page 6 of 10



Typical Location

Install painted hatching and
rpm's on Vista Dr
pedestrian pathway
between 26th St to 33rd St

Paint
diagonal
hatching

Install
raised
pavement
markers



GRANDVIEW ELEMENTARY SCHOOL

Grandview Elementary School
Cycle 3 SRTS Grant Application
Page 7 of 10



Location for solar-powered radar speed feedback sign for southbound traffic approaching the crosswalks

Location for solar-powered radar speed feedback sign for northbound traffic approaching the crosswalks

Note: Crosswalk shown has been replaced with high visibility crosswalk since aerial was taken

Grandview Elementary School
Cycle 3 SRTS Grant Application
Page 8 of 10

GRANDVIEW ELEMENTARY SCHOOL

Install yellow high visibility crosswalk

Remove/Replace "STOP" marking, limit line and "STOP" sign as necessary

Note: Crosswalk shown has been replaced with high visibility crosswalk since aerial was taken

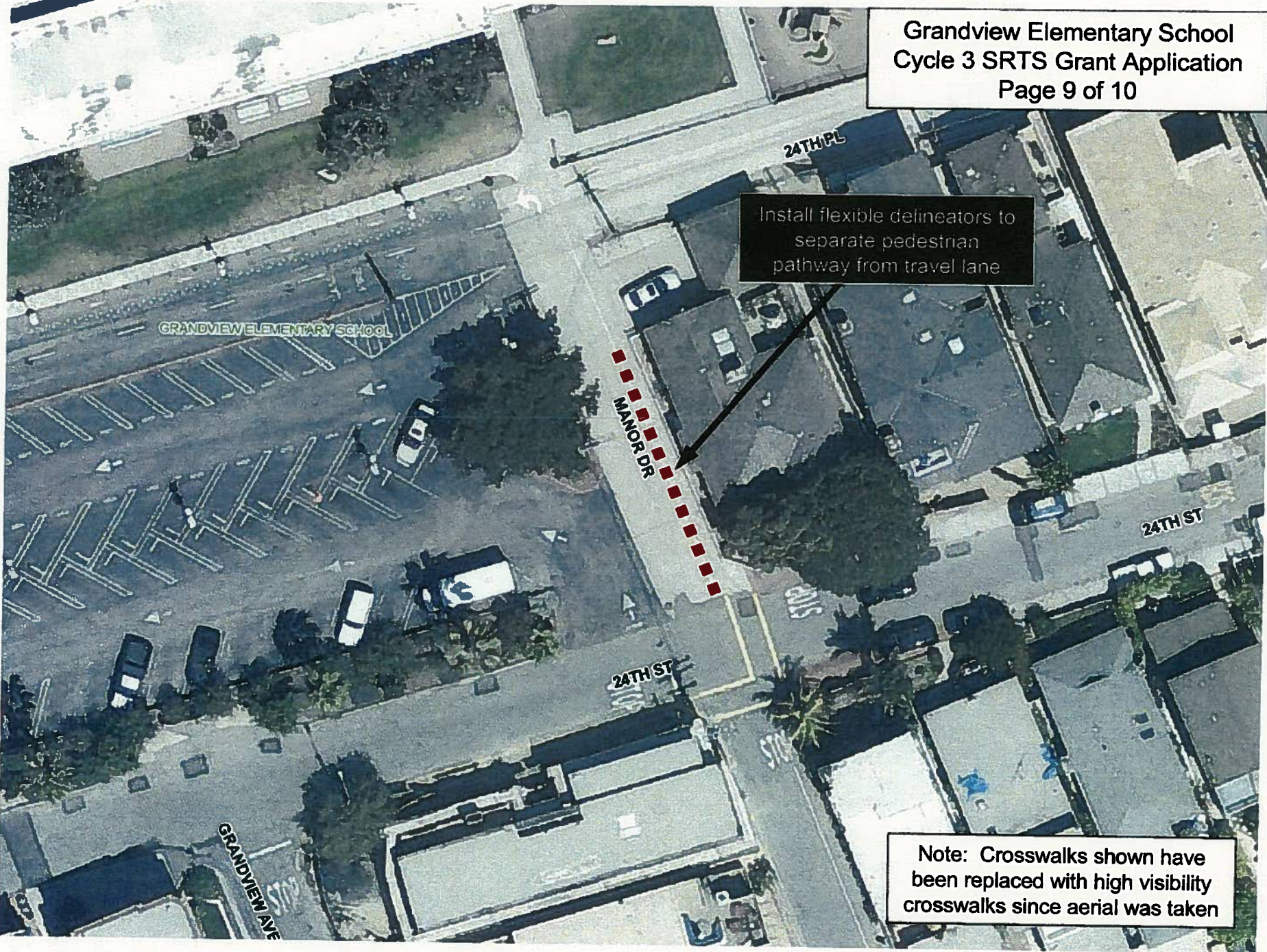


Grandview Elementary School
Cycle 3 SRTS Grant Application
Page 9 of 10

Install flexible delineators to separate pedestrian pathway from travel lane



Note: Crosswalks shown have been replaced with high visibility crosswalks since aerial was taken

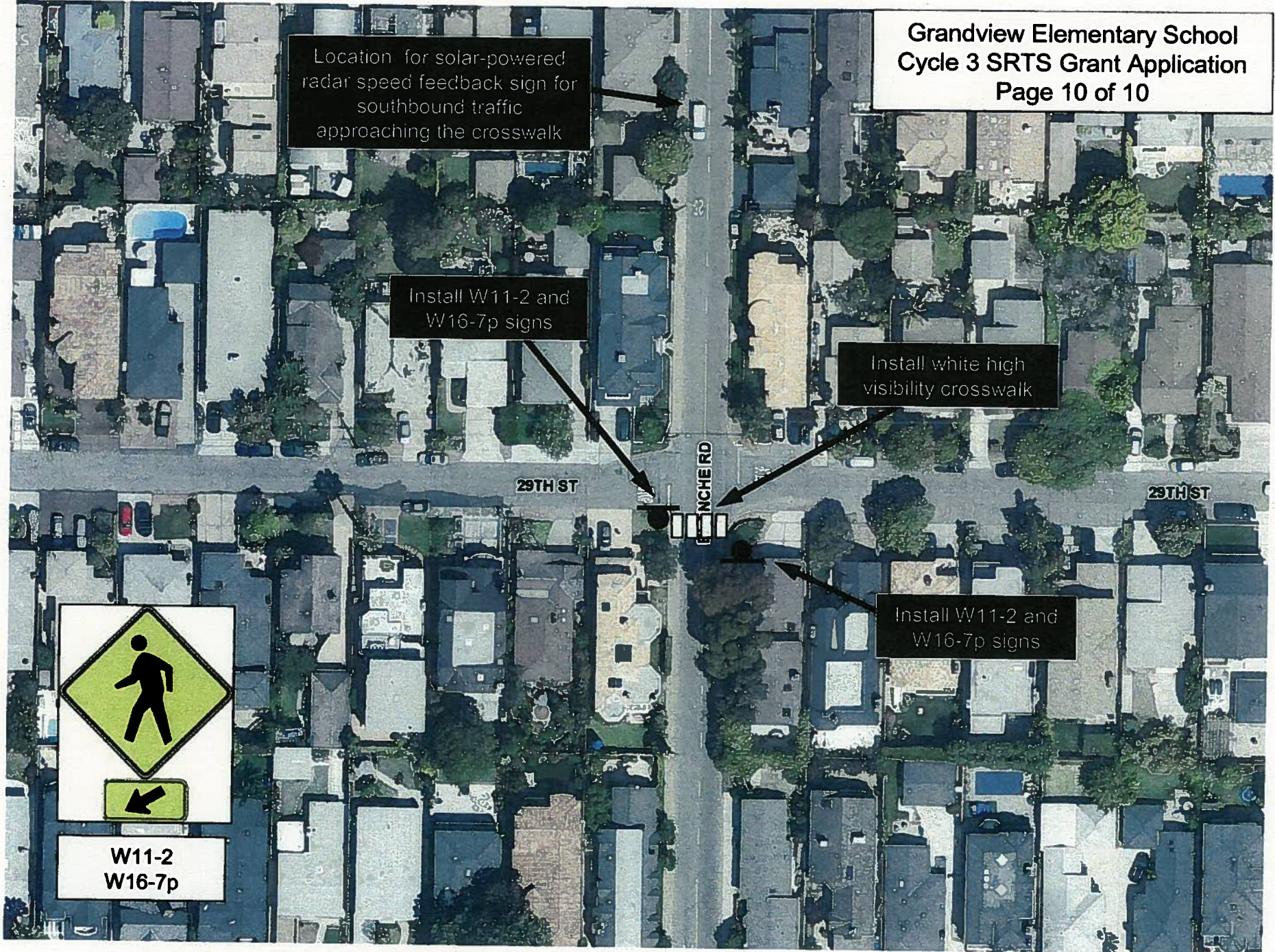


Location for solar-powered radar speed feedback sign for southbound traffic approaching the crosswalk

Install W11-2 and W16-7p signs

Install white high visibility crosswalk

Install W11-2 and W16-7p signs

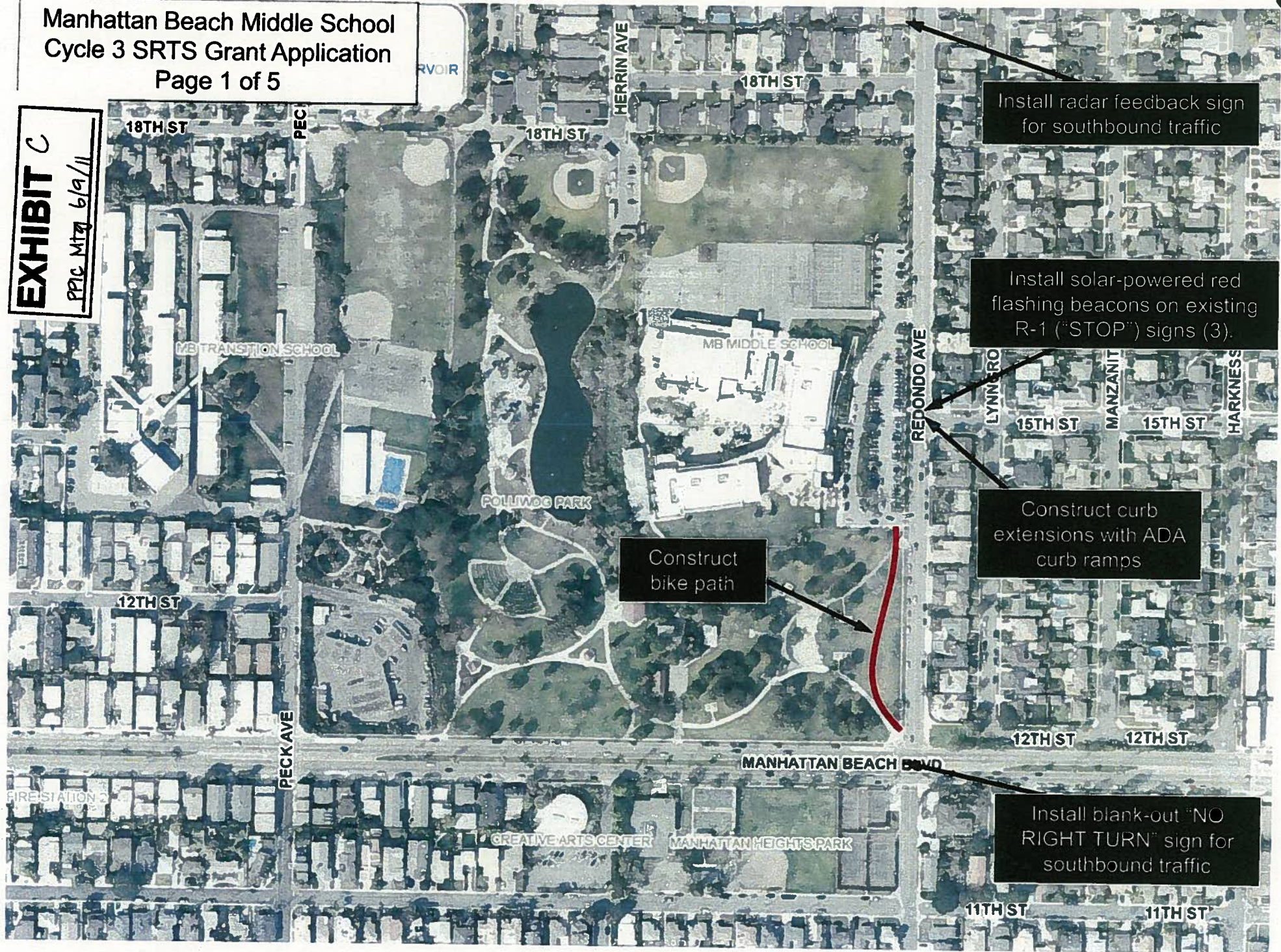


W11-2
W16-7p

Manhattan Beach Middle School
Cycle 3 SRTS Grant Application
Page 1 of 5

EXHIBIT C

PPIC Mtg 6/9/11



Install radar feedback sign for southbound traffic

Install solar-powered red flashing beacons on existing R-1 ("STOP") signs (3).

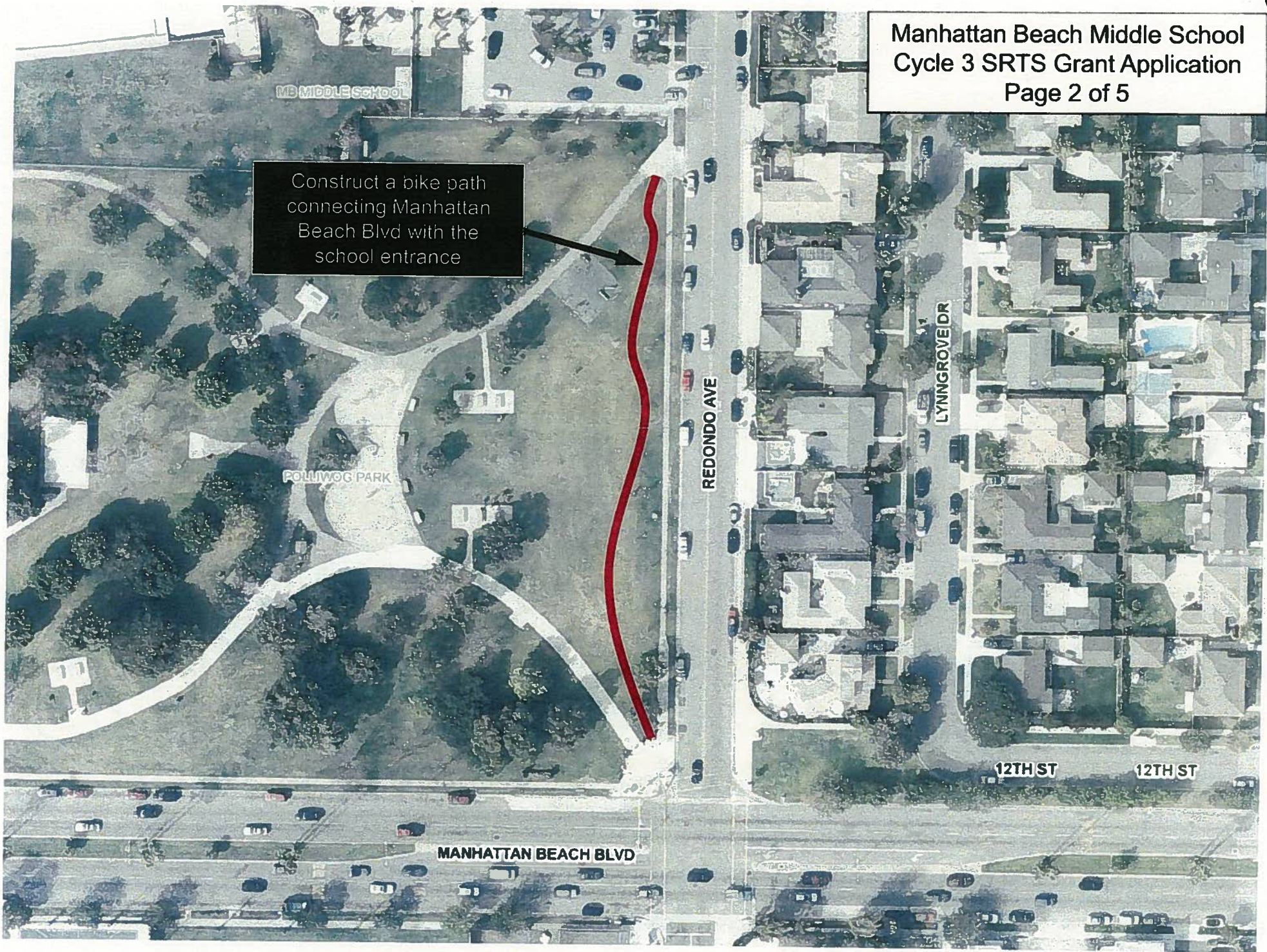
Construct curb extensions with ADA curb ramps

Construct bike path

Install blank-out "NO RIGHT TURN" sign for southbound traffic

Manhattan Beach Middle School
Cycle 3 SRTS Grant Application
Page 2 of 5

Construct a bike path
connecting Manhattan
Beach Blvd with the
school entrance



MANHATTAN BEACH BLVD

REDONDO AVE

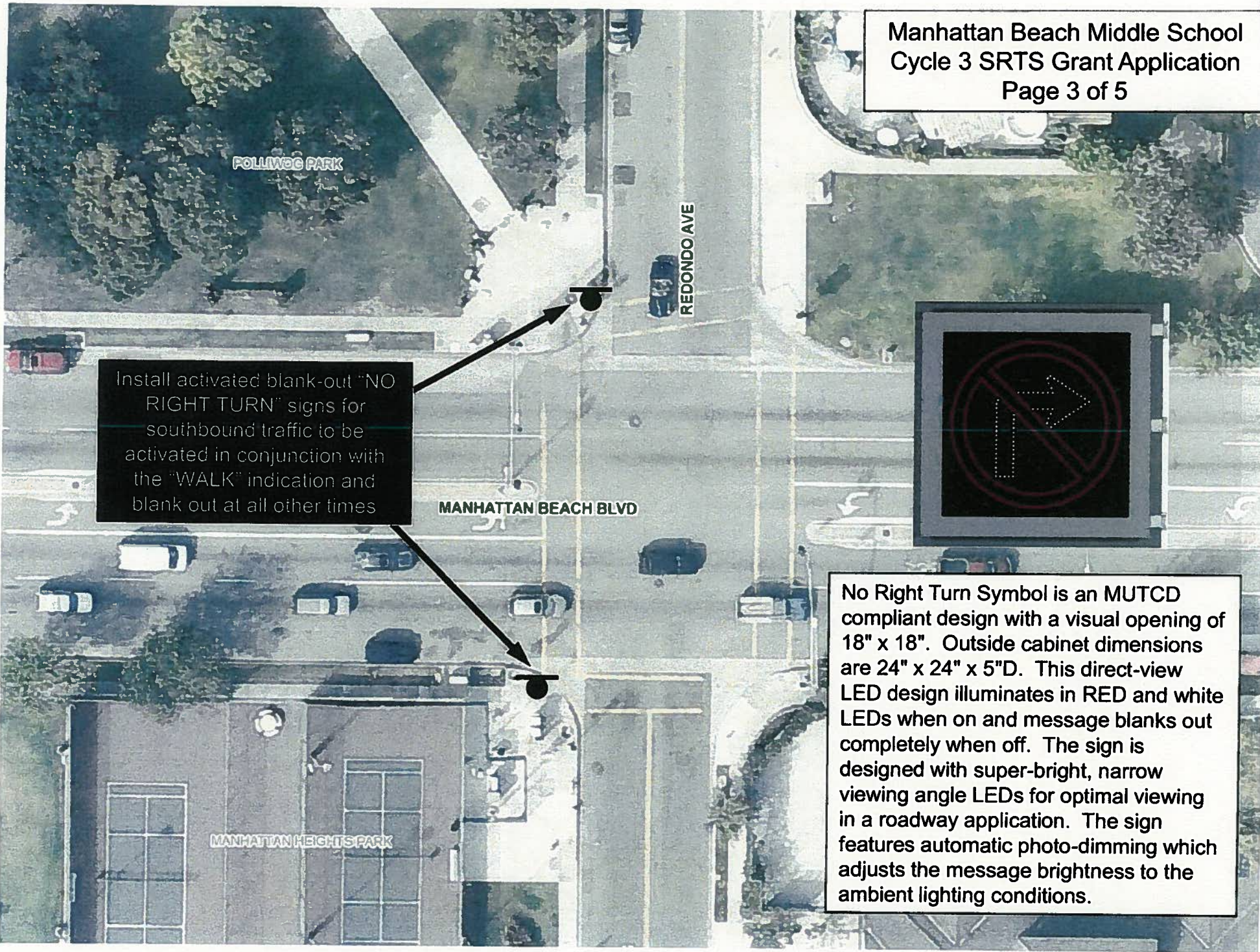
LYNNGROVE DR

12TH ST

12TH ST

MB MIDDLE SCHOOL

POLLIWOG PARK



Install activated blank-out "NO RIGHT TURN" signs for southbound traffic to be activated in conjunction with the "WALK" indication and blank out at all other times



No Right Turn Symbol is an MUTCD compliant design with a visual opening of 18" x 18". Outside cabinet dimensions are 24" x 24" x 5"D. This direct-view LED design illuminates in RED and white LEDs when on and message blanks out completely when off. The sign is designed with super-bright, narrow viewing angle LEDs for optimal viewing in a roadway application. The sign features automatic photo-dimming which adjusts the message brightness to the ambient lighting conditions.

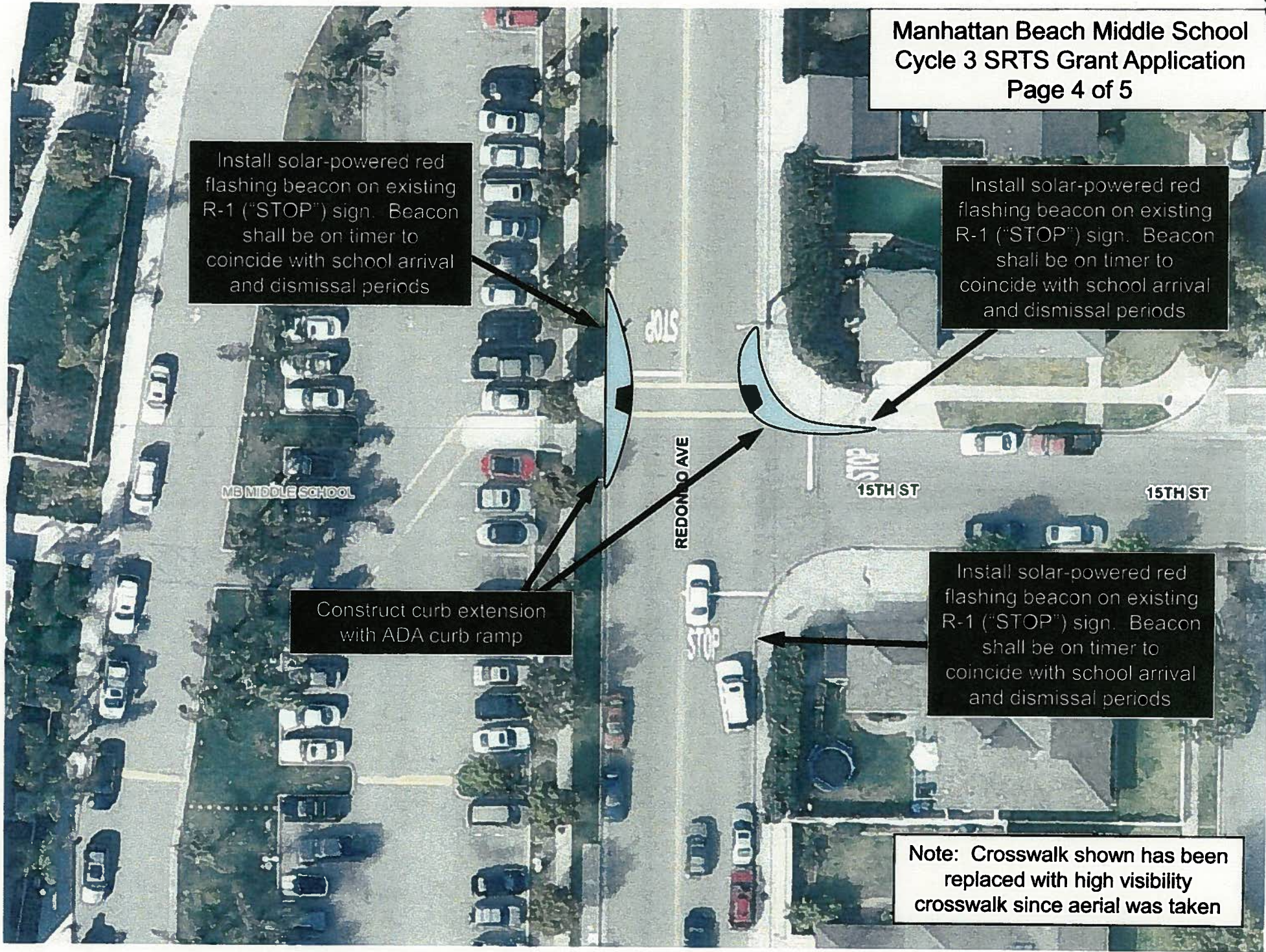
Install solar-powered red flashing beacon on existing R-1 ("STOP") sign. Beacon shall be on timer to coincide with school arrival and dismissal periods

Install solar-powered red flashing beacon on existing R-1 ("STOP") sign. Beacon shall be on timer to coincide with school arrival and dismissal periods

Construct curb extension with ADA curb ramp

Install solar-powered red flashing beacon on existing R-1 ("STOP") sign. Beacon shall be on timer to coincide with school arrival and dismissal periods

Note: Crosswalk shown has been replaced with high visibility crosswalk since aerial was taken



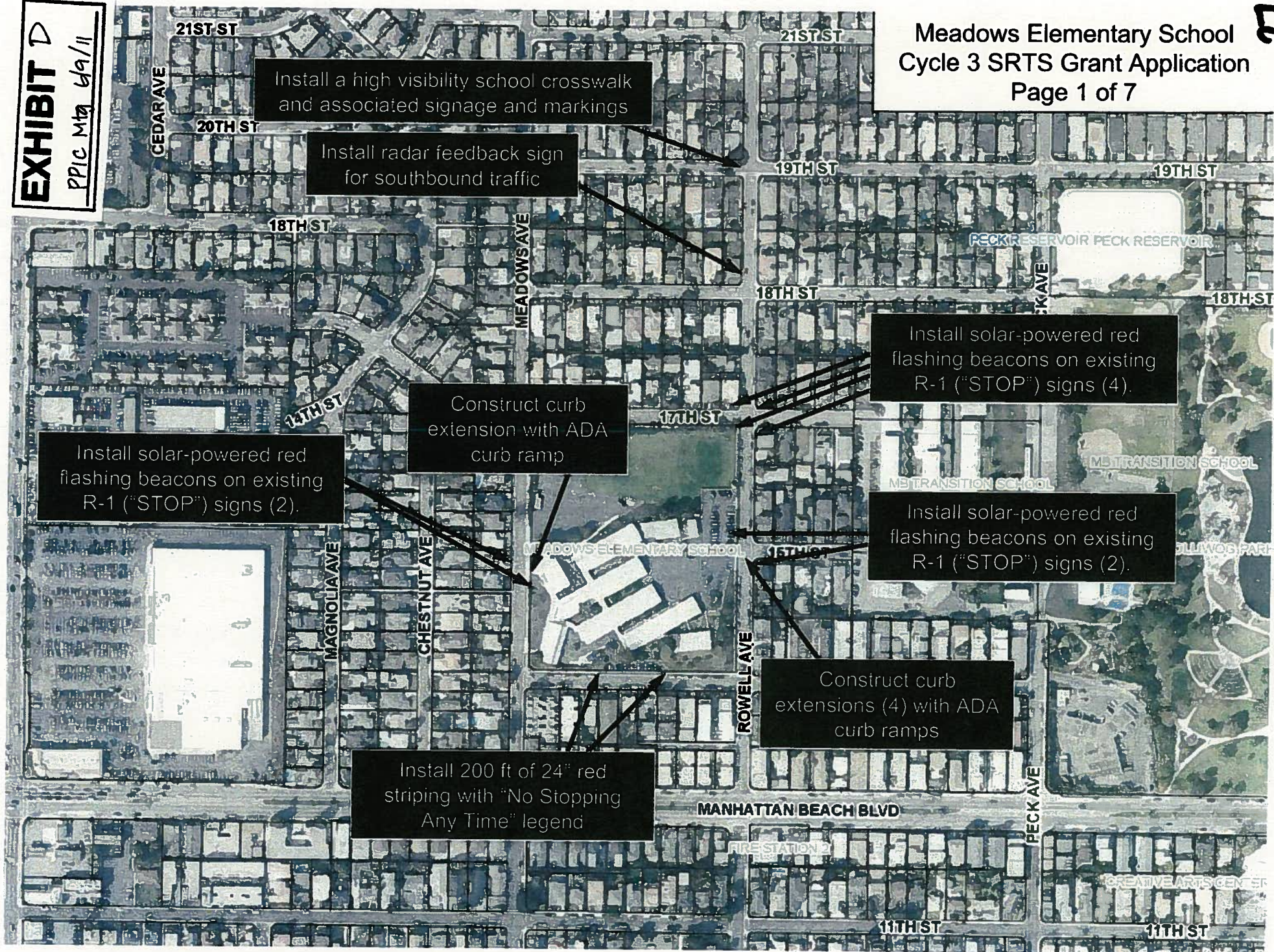
Manhattan Beach Middle School
Cycle 3 SRTS Grant Application
Page 5 of 5



Install solar-powered radar speed feedback sign for southbound traffic approaching the school

EXHIBIT D
PPIC Mtr 49/11

17



Install a high visibility school crosswalk and associated signage and markings

Install radar feedback sign for southbound traffic

Install solar-powered red flashing beacons on existing R-1 ("STOP") signs (2).

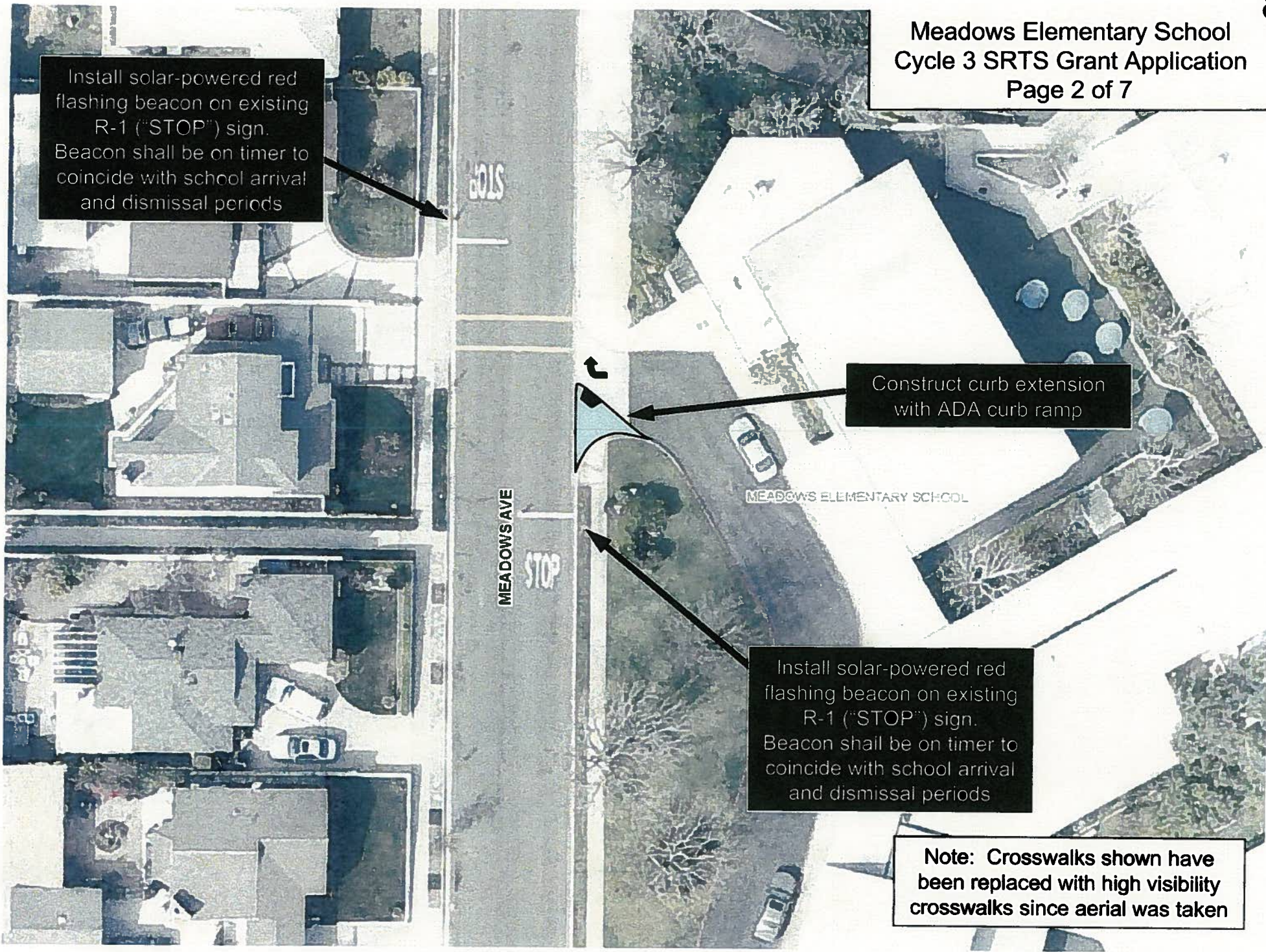
Construct curb extension with ADA curb ramp

Install solar-powered red flashing beacons on existing R-1 ("STOP") signs (4).

Install solar-powered red flashing beacons on existing R-1 ("STOP") signs (2).

Construct curb extensions (4) with ADA curb ramps

Install 200 ft of 24" red striping with "No Stopping Any Time" legend



Install solar-powered red flashing beacon on existing R-1 ("STOP") sign. Beacon shall be on timer to coincide with school arrival and dismissal periods

Construct curb extension with ADA curb ramp

Install solar-powered red flashing beacon on existing R-1 ("STOP") sign. Beacon shall be on timer to coincide with school arrival and dismissal periods

Note: Crosswalks shown have been replaced with high visibility crosswalks since aerial was taken



MEADOWS ELEMENTARY SCHOOL

12TH ST

12TH ST

1304

1310

1314

1320

1324

1330

1334

1340

1350

Install 200 ft of 24" red
striping with "No Stopping
Any Time" legend

A-D

A-E

A-F

A-C

A-D

#1-7

#1-14

Meadows Elementary School
Cycle 3 SRTS Grant Application
Page 4 of 7

Install solar-powered red flashing beacon on existing R-1 ("STOP") sign. Beacon shall be on timer to coincide with school arrival and dismissal periods

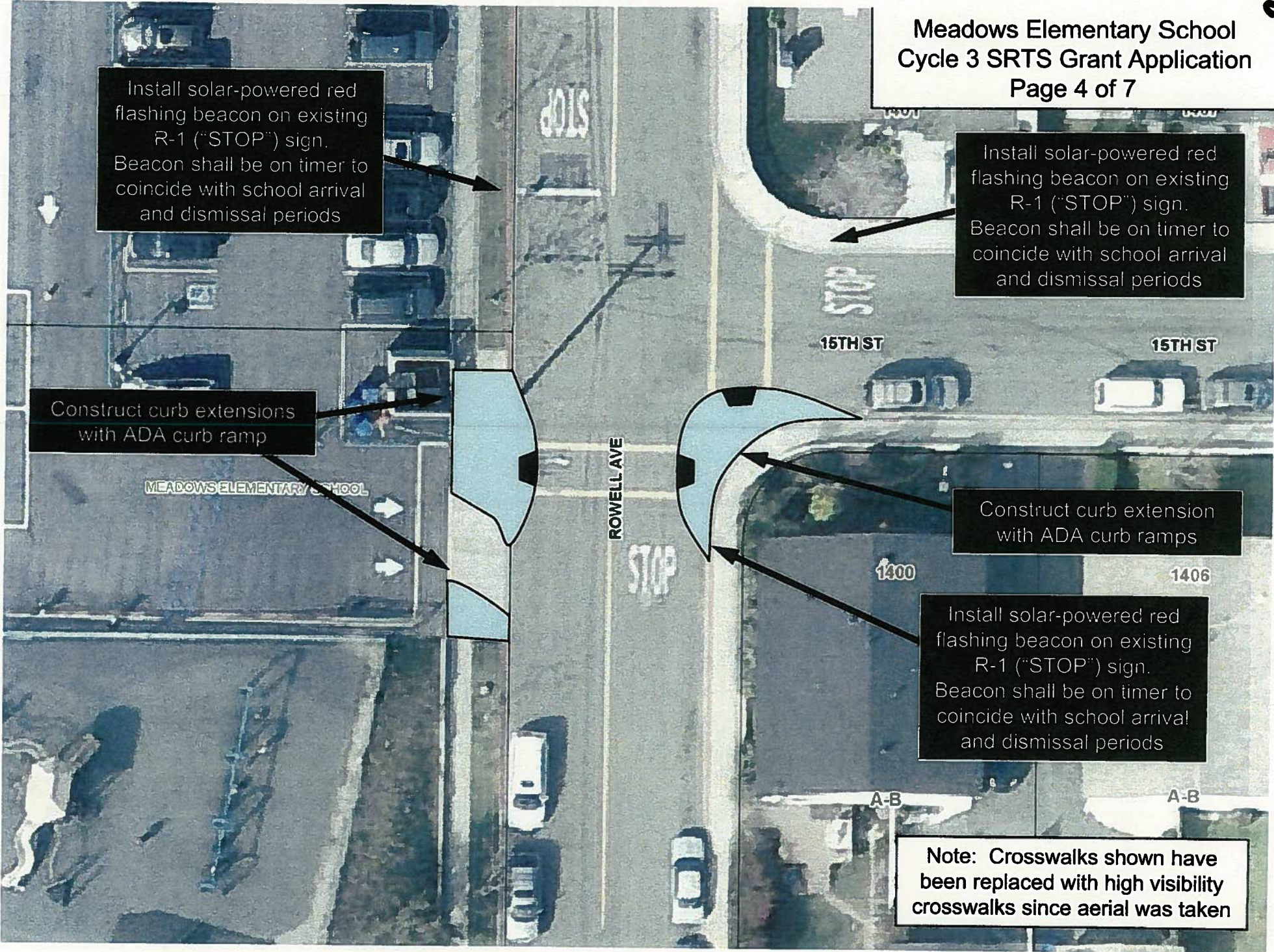
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Construct curb extensions with ADA curb ramp

Construct curb extension with ADA curb ramps

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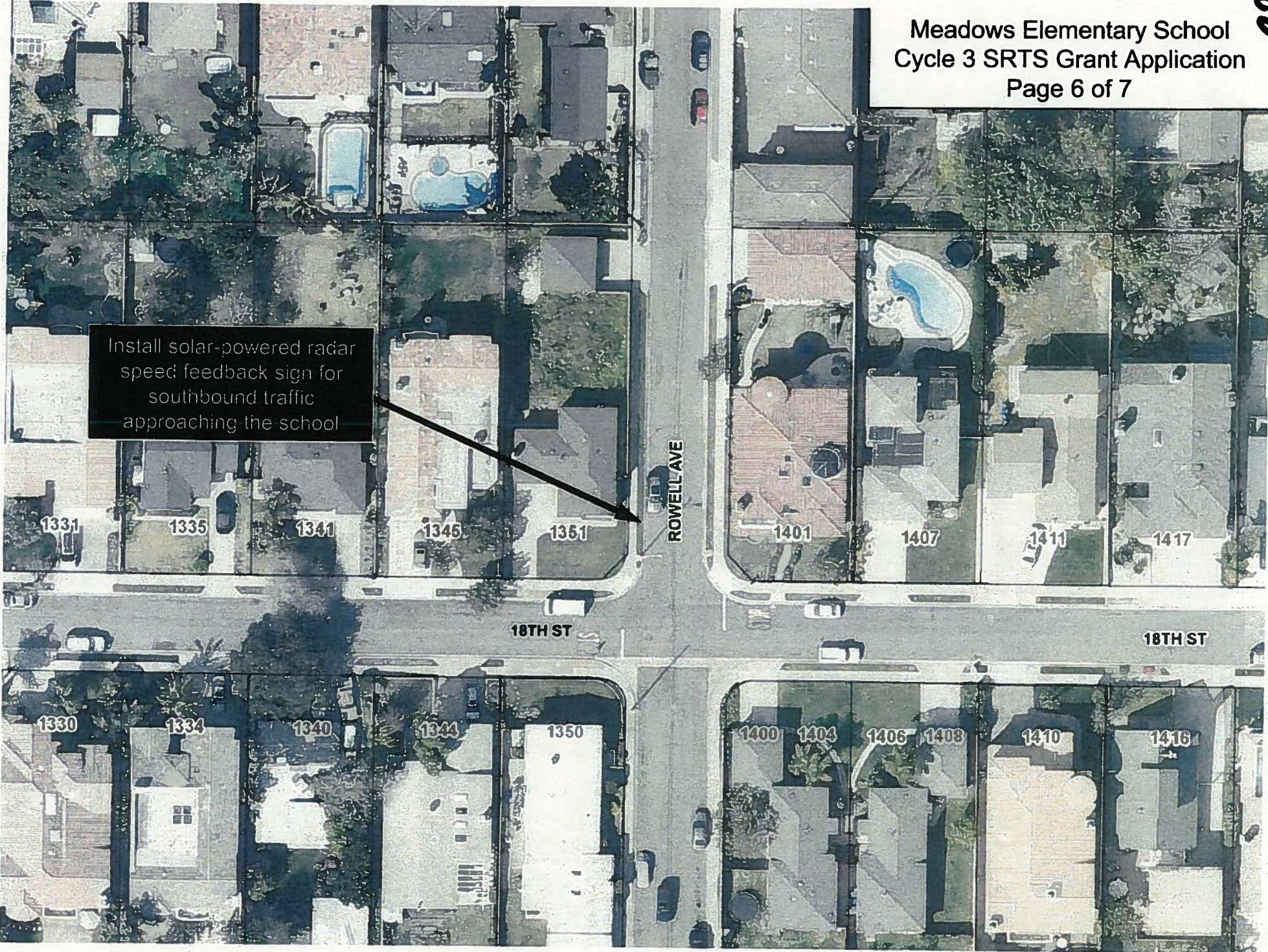




Install solar-powered red flashing beacons (4) on existing R-1 ("STOP") signs. Beacons shall be on timer to coincide with school arrival and dismissal periods

Note: Crosswalks shown have been replaced with high visibility crosswalks since aerial was taken

32



Install solar-powered radar speed feedback sign for southbound traffic approaching the school

1331

1335

1341

1345

1351

ROWELL AVE

1401

1407

1411

1417

18TH ST

18TH ST

1330

1334

1340

1344

1350

1400

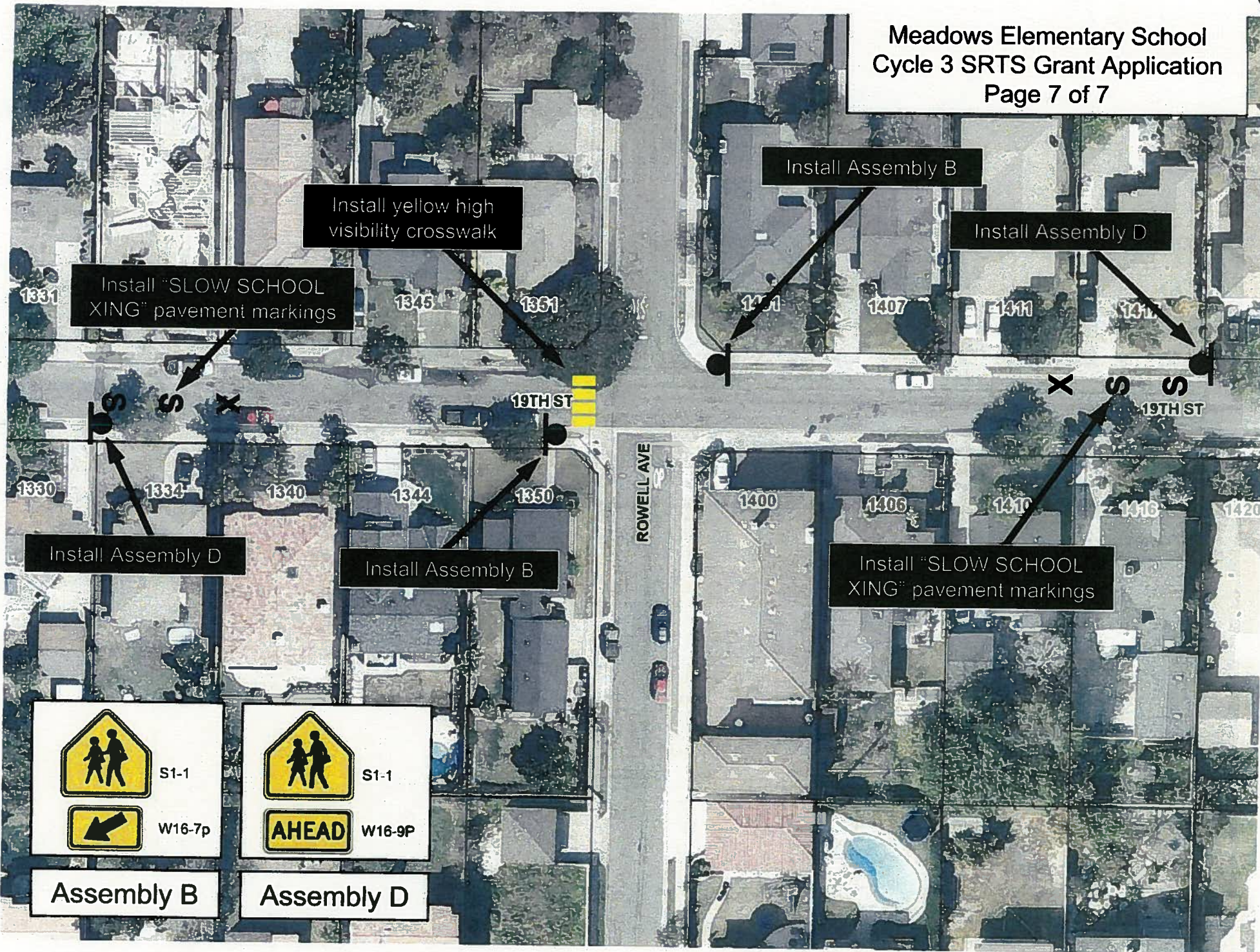
1404

1406

1408

1410

1416



Install yellow high
visibility crosswalk

Install "SLOW SCHOOL
XING" pavement markings

Install Assembly B

Install Assembly D

Install Assembly D

Install Assembly B

Install "SLOW SCHOOL
XING" pavement markings

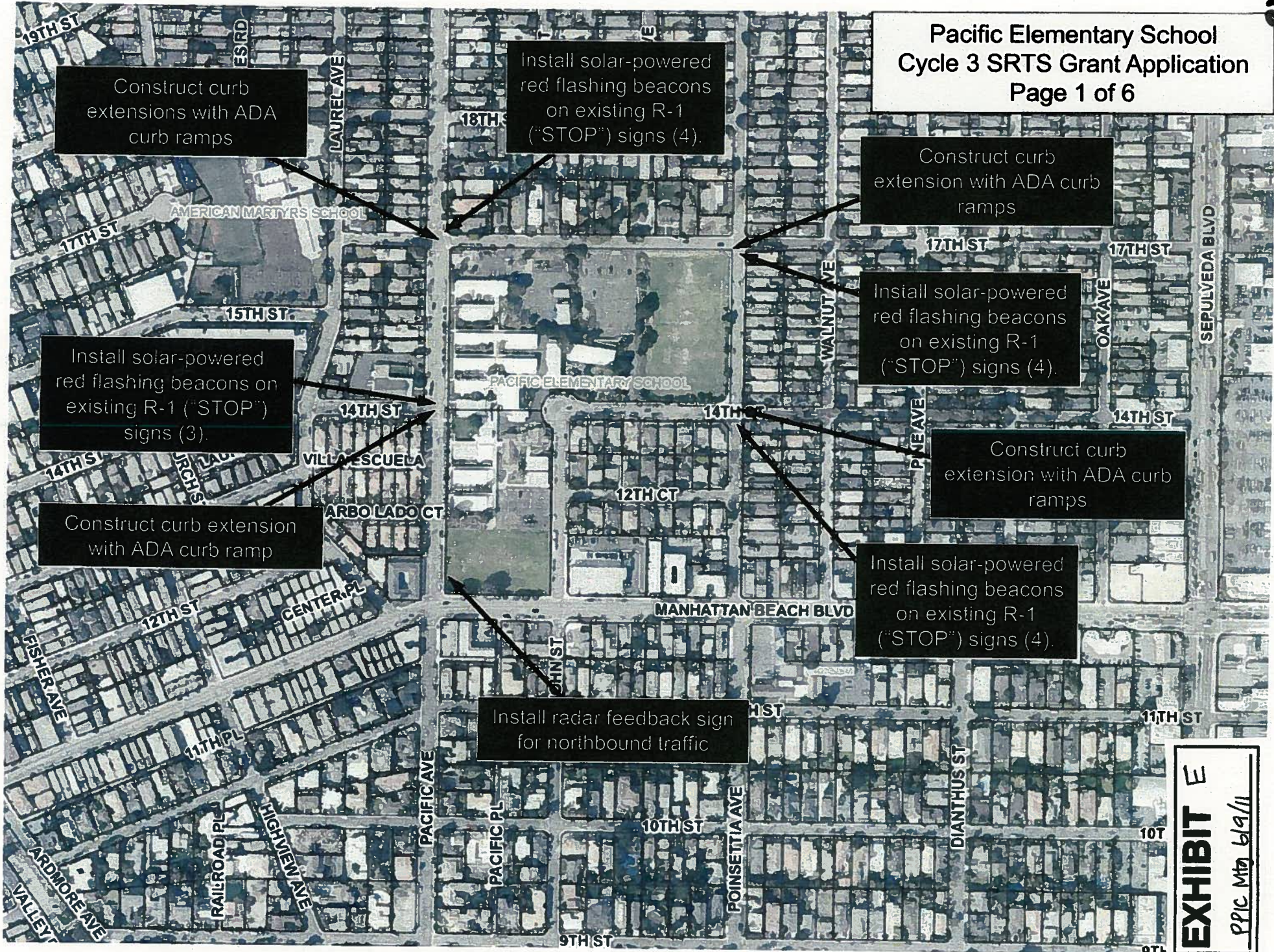
 S1-1
 W16-7p

Assembly B

 S1-1
 W16-9p

Assembly D

Pacific Elementary School
Cycle 3 SRTS Grant Application
Page 1 of 6



Construct curb extensions with ADA curb ramps

Install solar-powered red flashing beacons on existing R-1 ("STOP") signs (4).

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Install radar feedback sign for northbound traffic

EXHIBIT E
PPIC Mtn 6/9/11

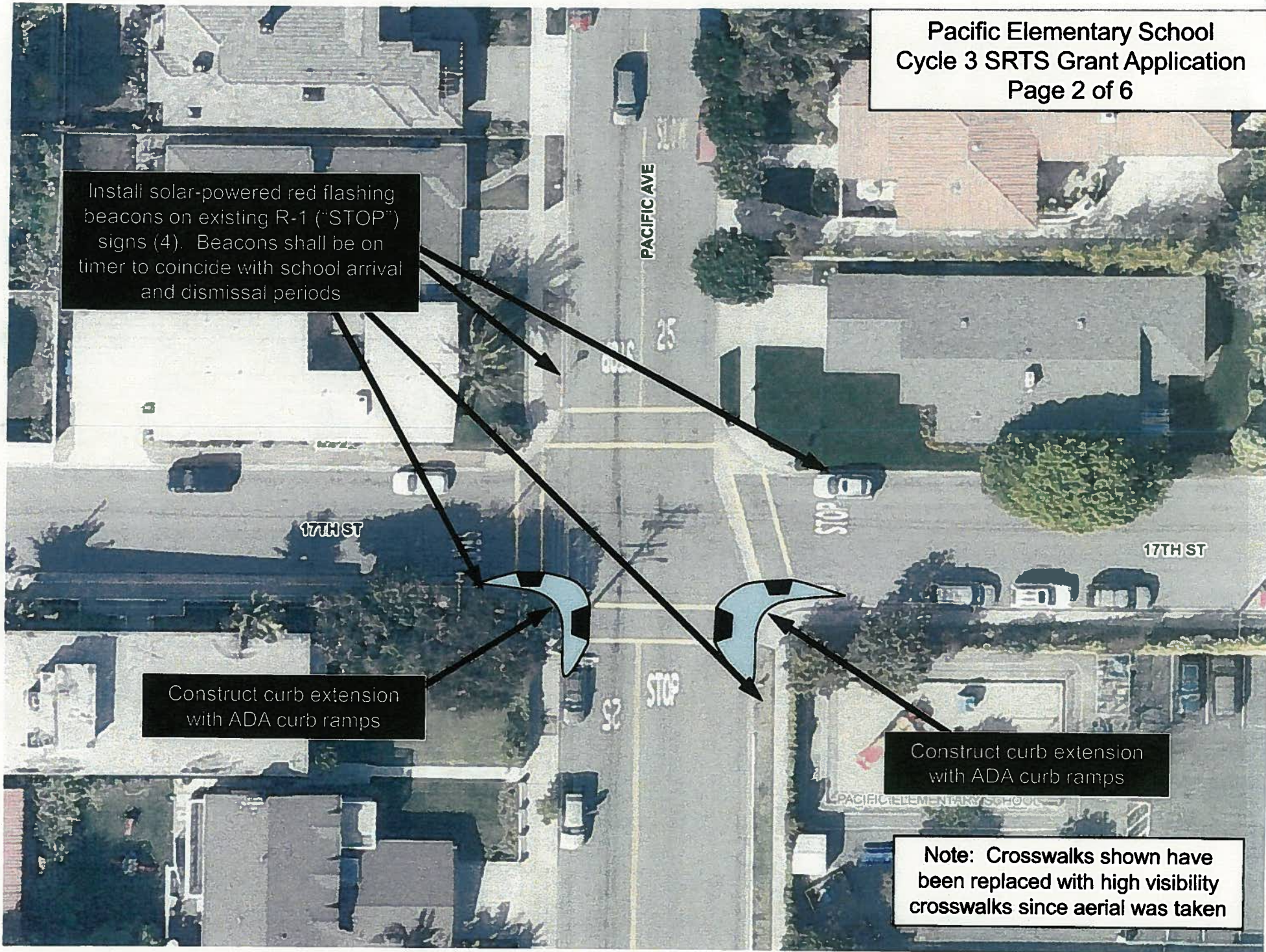
Pacific Elementary School
Cycle 3 SRTS Grant Application
Page 2 of 6

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Construct curb extension with ADA curb ramps

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Replace existing center island with a larger island

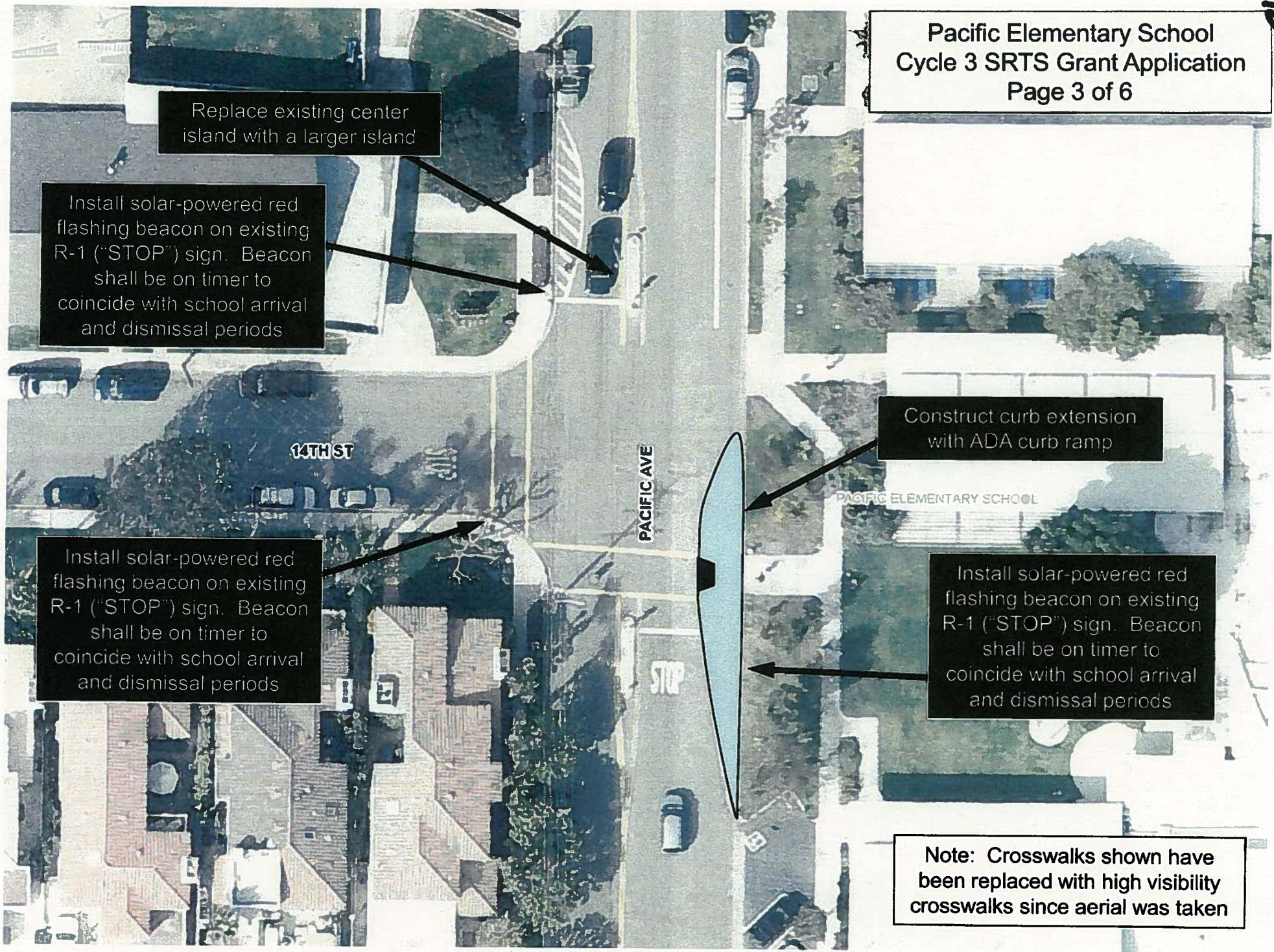
Install solar-powered red flashing beacon on existing R-1 ("STOP") sign. Beacon shall be on timer to coincide with school arrival and dismissal periods

Construct curb extension with ADA curb ramp

Install solar-powered red flashing beacon on existing R-1 ("STOP") sign. Beacon shall be on timer to coincide with school arrival and dismissal periods

Install solar-powered red flashing beacon on existing R-1 ("STOP") sign. Beacon shall be on timer to coincide with school arrival and dismissal periods

Note: Crosswalks shown have been replaced with high visibility crosswalks since aerial was taken



15



Install solar-powered radar speed feedback sign for northbound traffic approaching the school

LAUREL SQ

14TH ST

VILLA ESCUELA

13TH ST

LAUREL AVE

ARBO LADO CT

PACIFIC ELEMENTARY SCHOOL

12TH CT

12TH ST

PACIFIC AVE

CENTER PL

MANHATTAN BEACH BLVD

PACIFIC PL

Install solar-powered red flashing beacon on existing R-1 ("STOP") sign. Beacon shall be on timer to coincide with school arrival and dismissal periods

PACIFIC ELEMENTARY SCHOOL

POINSETTIA AVE

Install solar-powered red flashing beacon on existing R-1 ("STOP") sign. Beacon shall be on timer to coincide with school arrival and dismissal periods

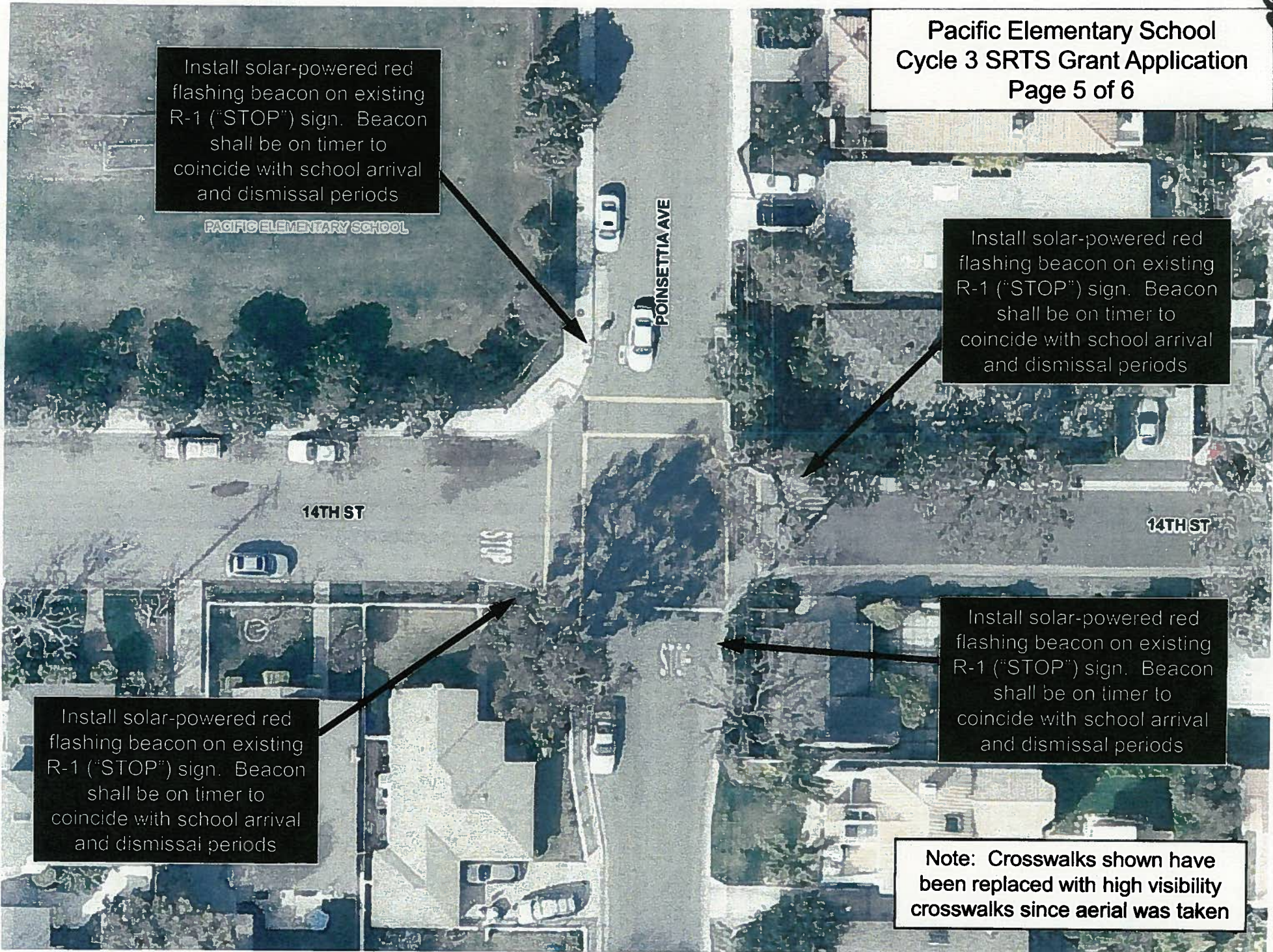
14TH ST

14TH ST

Install solar-powered red flashing beacon on existing R-1 ("STOP") sign. Beacon shall be on timer to coincide with school arrival and dismissal periods

Install solar-powered red flashing beacon on existing R-1 ("STOP") sign. Beacon shall be on timer to coincide with school arrival and dismissal periods

Note: Crosswalks shown have been replaced with high visibility crosswalks since aerial was taken



Install solar-powered red flashing beacon on existing R-1 ("STOP") sign. Beacon shall be on timer to coincide with school arrival and dismissal periods

Install solar-powered red flashing beacon on existing R-1 ("STOP") sign. Beacon shall be on timer to coincide with school arrival and dismissal periods

POINSETTIA AVE

17TH ST

17TH ST

Install solar-powered red flashing beacon on existing R-1 ("STOP") sign. Beacon shall be on timer to coincide with school arrival and dismissal periods

Install solar-powered red flashing beacon on existing R-1 ("STOP") sign. Beacon shall be on timer to coincide with school arrival and dismissal periods

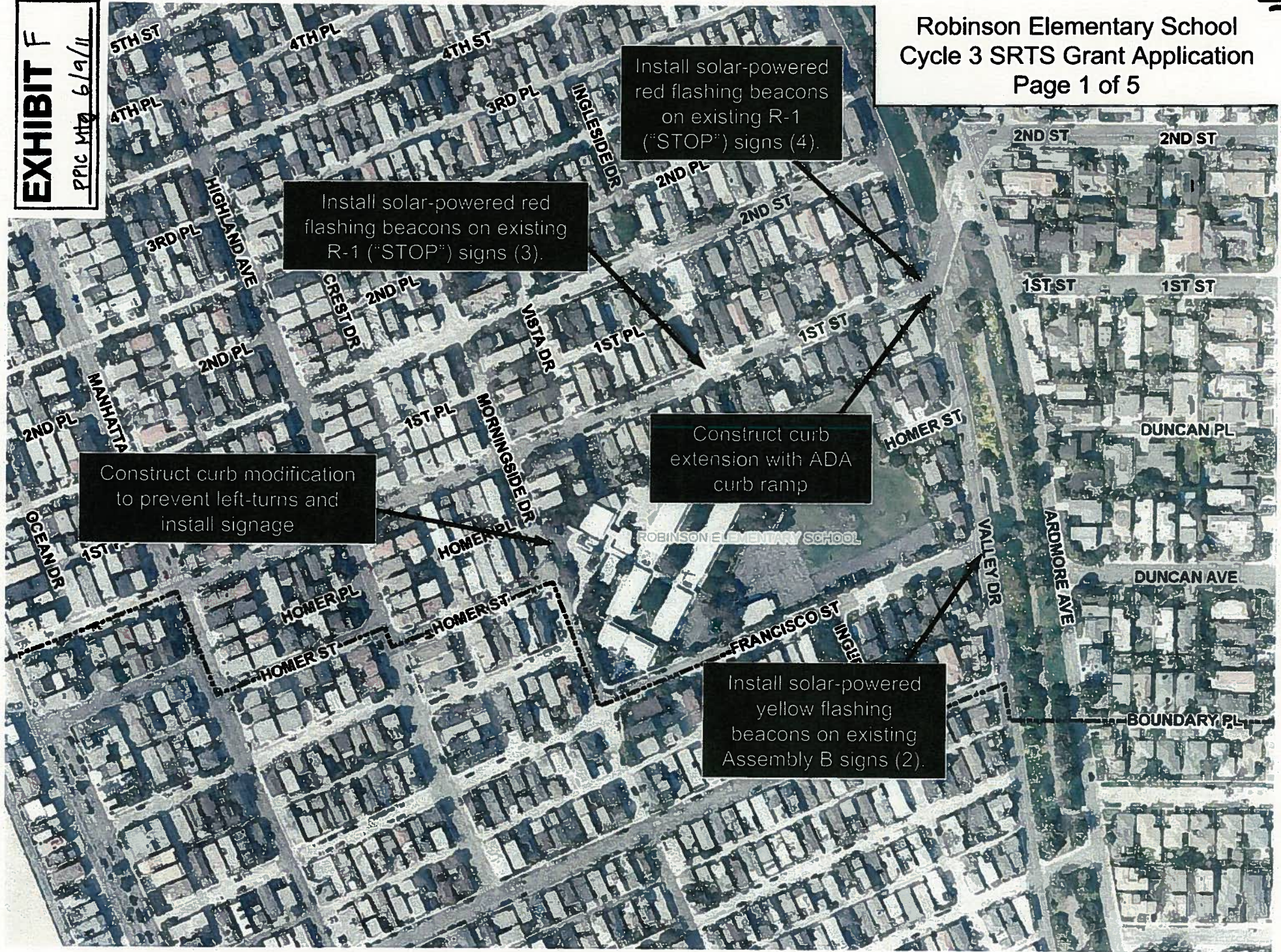
PACIFIC ELEMENTARY SCHOOL

Note: Crosswalks shown have been replaced with high visibility crosswalks since aerial was taken



EXHIBIT F

PPIC Mtg 6/9/11



Install solar-powered red flashing beacons on existing R-1 ("STOP") signs (4).

Install solar-powered red flashing beacons on existing R-1 ("STOP") signs (3).

Construct curb extension with ADA curb ramp

Construct curb modification to prevent left-turns and install signage

Install solar-powered yellow flashing beacons on existing Assembly B signs (2).

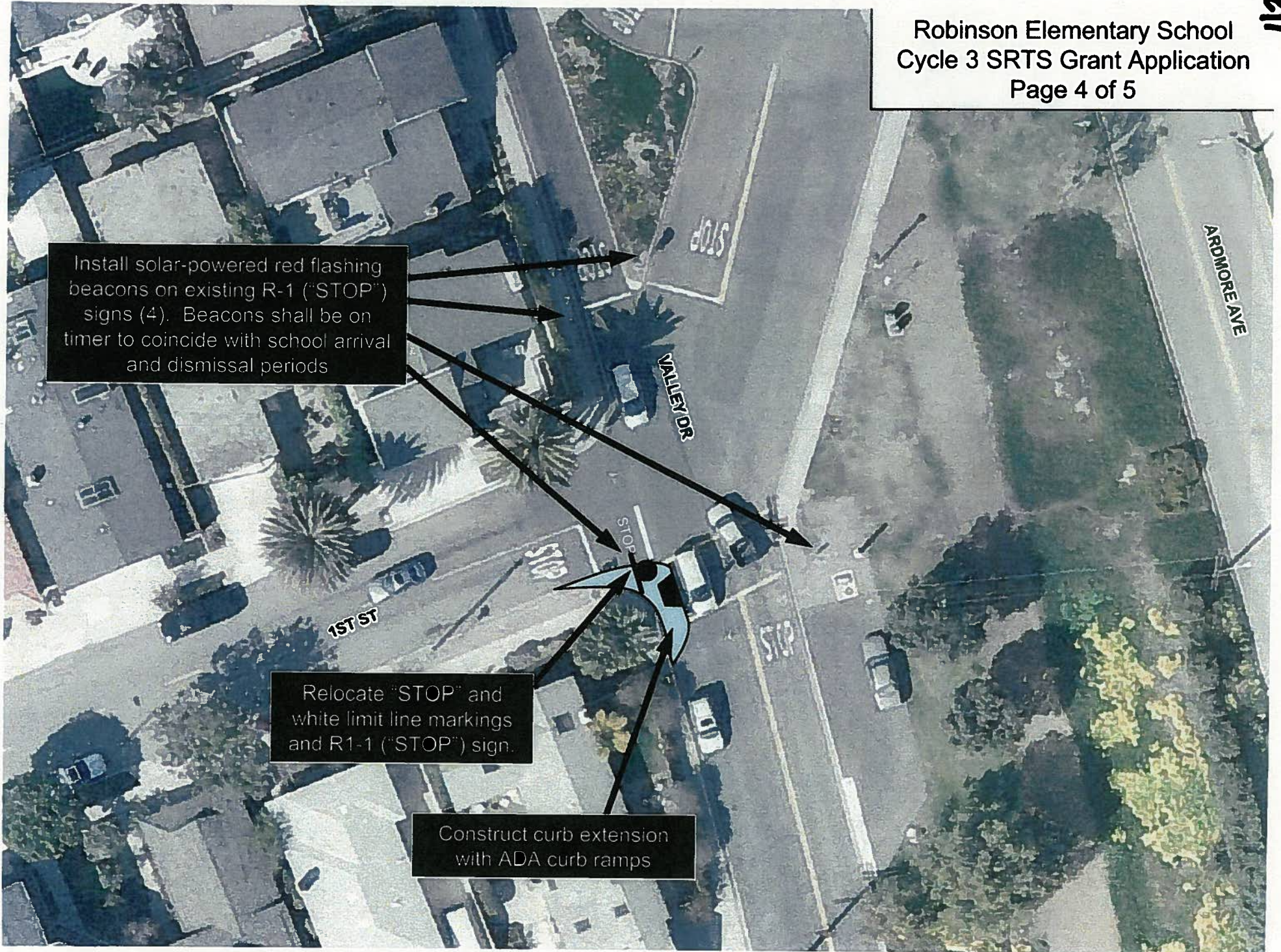


Install right-turn only signage
and pavement markings

Construct curb extension
to prevent left turns

Install solar-powered red flashing beacons on existing R-1 ("STOP") signs (3). Beacons shall be on timer to coincide with school arrival and dismissal periods





Install solar-powered red flashing beacons on existing R-1 ("STOP") signs (4). Beacons shall be on timer to coincide with school arrival and dismissal periods

Relocate "STOP" and white limit line markings and R1-1 ("STOP") sign.

Construct curb extension with ADA curb ramps



Install solar-powered yellow flashing beacons on existing Assembly B signs (2). Beacons shall be on timer to coincide with school arrival and dismissal periods

**CITY OF MANHATTAN BEACH
PARKING AND PUBLIC IMPROVEMENTS COMMISSION
MINUTES OF REGULAR MEETING
June 9, 2011**

A. CALL TO ORDER

The regular meeting of the Parking and Public Improvements Commission of the City of Manhattan Beach, California, was held on the 9th day of June, 2011, at the hour of 6:34 p.m., in the City Council Chambers of City Hall, 1400 Highland Avenue, in said City.

B. ROLL CALL

Present: Vigon, Stabile, Adami, Fournier and Chair Silverman.
Absent: None.
Staff Present: Madrid, Rydell, Harrod and Curtin.
Clerk: Schilling.

C. APPROVAL OF MINUTES – April 28, 2011

1. A motion was MADE and SECONDED (Stabile/Vigon) to approve the minutes of April 28, 2011 with the following amendments:

- Commissioner Stabile requested that under Staff items regarding American Martyrs needs to read have *not* been permitted.
- Commissioner Vigon asked that references made about him on the bottom of page 3 be reworded as the minutes do not reflect the complete thought he was trying to communicate and in addition would like noted that he stated;
 - Strand stair repairs be done in the Fall/Winter
 - He was not intrigued by the sewer
 - Ground water comment is out of context

Management Analyst Madrid stated that she would address these items.

D. AUDIENCE PARTICIPATION

None.

E. GENERAL BUSINESS

2. Recognition of Commissioner Paul Gross

Chair Silverman presented a certificate of recognition to Paul Gross for sitting on the PPIC Commission from June 2007 – May 2011.

3. Recognition of Outgoing Chair Lester Silverman and Appointment of New Chair and Vice Chair

Management Analyst Madrid read a Staff Report acknowledging staffs appreciation of the fine accomplishments the commission achieved under the leadership of Chair Lester Silverman.

Management Analyst Madrid also announced the appointment of Commissioner Gary Stabile to Chair of the Parking and Public Improvement Commission and Commissioner Cyrus Adami as Vice Chair through May 2012.

Commissioner Stabile graciously accepted his role as Chair of the PPIC Commission and welcomed new Commissioner Stewart Fournier.

4. 2011 Federal Safe Routes to School Grant

Traffic Engineer Jack Rydell presented a power point overview of the Federal Safe Routes to School Grant and the impact the grant can have on the schools in Manhattan Beach, including grades Kindergarten – 8th. Traffic Engineer Rydell stated that District seven which encompasses both Ventura County and Los Angeles County, would be vying for approximately 1/3 of the total \$42 Million grant project funds, which is approximately \$14 Million. Applications are due by July 15, 2011.

Traffic Engineer Rydell explained that once the applications are received the District will rate all applications using a standardized evaluation form furnished by Caltrans Headquarters. The selected projects are prioritized and submitted by the District to Caltrans Headquarters who validate the District selections and compile a statewide list of selected projects for the Directors approval, at which point applicants are notified.

Traffic Engineer Rydell and Management Analyst Madrid conducted meetings in May, 2011 with the elementary and middle schools in the City of Manhattan Beach to determine which projects parents, principals and teachers would like to see selected and made certain that each project meets the criteria established under the Federal Safe Routes to School Grant. The administration and key school stakeholders at the following schools were interested in being included in the projects funded by the Federal Safe Routes to School Grant Application;

- American Martyrs School
- Grand View Elementary School
- Manhattan Beach Middle School
- Meadows Elementary School
- Robinson Elementary School
- Pacific Elementary School

Traffic Engineer Rydell and staff conducted follow up meetings at each school to evaluate conditions that prevented or hindered students from walking/bicycling to school and specific improvements were discussed. Many of the improvements at each school are very similar with the locations being different. Traffic Engineer Rydell went into detail regarding specific projects being considered at each of the schools who are participating in the application for grant funds.

Typical improvements for each school include;

- Radar speed feedback signs
- Curb extensions and center islands
- Flashing beacons on "Stop" signs
- Enhanced pedestrian pathway markings and separation
- Signage and markings
- Bike facilities

Traffic Engineer Rydell confirmed the preliminary construction cost estimates for the items identified for each school in total is approximately \$400,000. He remarked that the total grant request will also include 10% for the non-infrastructure activities, funding for right-of-way and utility evaluations, design activities, construction engineering and contingencies. A rough estimate of the total grant request is \$600,000.

Traffic Engineer Rydell went on to explain that new to the grant program this year is the ability to include a request for funding up to 10% for non-infrastructure projects such as education, encouragement and enforcement activities. This will include an education outreach to the children, activities geared to encourage students to participate in a walking bus, ride their bike, etc. as well as neighborhood speed watch and patrol schedules. Traffic Engineer Rydell and Staff have already met with Manhattan Beach Police Department to identify their education and enforcement efforts around the schools.

Traffic Engineer Rydell mentioned that the Safe Routes to School program is unique in its overriding emphasis on community participation in the development and implementation of a project. He stated that successful projects are those that clearly demonstrate how the project involved the community and how the project will incorporate the five E's; Education, Encouragement, Enforcement, Engineering and Evaluation.

During this presentation there were several questions asked by Commissioners and addressed by the Traffic Engineer.

Commissioner Stabile noted the absence of Pennekamp on the list of schools presented and asked why. Traffic Engineer Rydell responded that Pennekamp was approached by staff but the principal declined to get involved stating that they did not have the resources to man a project at this time.

Commissioner Adami asked if all the monies were distributed among the schools. Traffic Engineer Rydell said that the money was distributed on a need basis. When meeting with the schools he said that he was able to address the options viable for each school, Management Analyst Madrid was able to provide the cities perspective on each option and the City Engineer was involved in the process as well.

Traffic Engineer Rydell also mentioned that although the schools were in favor of the installation of in-roadway warning lights at a few crosswalk locations, there still needs to be some policy discussions on locations for such treatments, and that he will include in-roadway warning lights in the next grant application, if applicable.

Commissioner Adami asked if all the schools were notified of tonight's PPIC meeting. Management Analyst Madrid assured him that they were.

Commissioner Vigon asked if notifying was done around the areas adjacent to schools. Traffic Engineer Rydell replied that residents/business around the schools were not notified as there were no controversial items being discussed.

Commissioner Adami asked if the PTA at each school was notified. Management Analyst Madrid explained that each principal was notified and they in turn were responsible for contacting their PTA groups.

Commissioner Vigon inquired about the size of the radar feedback signs. In response Traffic Engineer Rydell said that there are several different sizes. He also mentioned that these signs would be moved around to continually engage the driver. Commissioner Vigon would like residents notified if the use of these machines comes to fruition.

Commissioner Fournier asked for clarification regarding these items as recommendations only at this point for proposed grant application.

Commissioner Adami asked if there was any consideration given to addressing safety issues concerning the alleys around Meadows Elementary School. Traffic Engineer Rydell explained that the items addressed in the application were brought forth by the stakeholders and that it is not for staff to determine which projects are funded by the grant. Chair Stabile suggested that Commissioner Adami address his concerns about the alley with the PTA at Meadows. Commissioner Vigon feels that Commissioner Adami's concerns about the alley be considered since he is a resident and therefore a stakeholder.

Chair Stabile asked if there was any partnership with the South Bay Bicycle Coalition and the Bike Master Pan throughout the South Bay region. Traffic

Engineer Rydell confirmed his commitment to working with the coalition within the parameters of the grant.

Commissioner Silverman having not seen a presentation for this particular grant before asked several questions; "what are the chances of us getting the funds applied for", and with the amount of time invested in this grant application among staff and stakeholders is it worth pursuing?" Traffic Engineer Rydell replied that there is always a chance that we may not be selected as a recipient of these funds however in his seven year history of writing grants he has not failed to get funds. He also noted that the City of Manhattan Beach schools are very vested and knowledgeable about walking routes and this will prove to be helpful in the application process.

Commissioner Adami expressed his gratitude for Traffic Engineer's expertise in the area of grant writing and was happy to see that he is committed to walking/bicycle routes. Commissioner Adami also suggested that traffic engineer Rydell seek the support of the Manhattan Beach Education Foundation.

Commissioner Adami stated that a bike path through Polliwog Park would be great as there is so much activity at the site; sports, play dates, etc.

Commissioner Fournier thanked staff and Traffic Engineer for all their hard work but noted that these projects include a lot of signage and was concerned about the anticipated reaction to all of this from the community. Traffic Engineer Rydell reiterated that there is little about the proposed projects that are controversial, that the electronic radar signs much smaller now, and that he would continue to investigate different types of equipment. He also mentioned that none of the proposed bulb outs would eliminate any existing parking spaces. Commissioner Fournier mentioned that he was concerned about the number of signs proposed. Traffic Engineer Rydell stated that there are only seven signs proposed so far and this number could be reduced as they continue to work with the City engineer.

Traffic Engineer Rydell also explained that all of the participating schools sent our surveys to parents to provide input on the traffic improvements.

Chair Stabile asked for a definition of a walking school bus and received a full explanation from traffic engineer Rydell who also referred the commissioner to page 2 of 10 in the staff report.

Commissioner Silverman asked what the average amount of grants awarded? Traffic Engineer Rydell responded that the average amount awarded between \$200,000 - \$300,000.

Commissioner Adami shared that the Governor is interested in pursuing funds to improved infrastructure because it creates jobs.

Chair Stabile questioned why they haven't seen this grant before. Management Analyst Madrid stated that the only grant she was aware of was the State Safe Routes to School Grant that the City was awarded in 2009, which the City's previous Traffic Engineer, Erik Zandvliet worked on with City Engineering staff.

Audience Participation

Chair Stabile opened the item to public comment at 7:50 p.m. The Following persons spoke on this item:

Marty Friedman, 24th Street & Vista, voiced his safety concerns regarding the intersections on Vista and 29th, 30th and 31st. He would like to see stop signs at these intersections not just yield signs. He feels that these intersections pose a real hazard to pedestrians, too much foliage, and blind intersections.

Becky Bruhns, PTA Representative for Grand View was in agreement with Mr. Friedman's concerns and assured the commission that the Traffic Engineer has the schools full support, and that she has been very involved in the grant process with City Staff.

Commissioner Silverman asked about the status of the crosswalk at Highland Avenue/26th Street, and Ms. Bruhns felt it was a tremendous asset to those students walking/biking to and from school.

Chair Stabile closed audience participation at 7:54 p.m.

Discussion

There was a brief discussion among the Commissioners regarding the Federal Safe Routes to School Grant application.

Commissioner Adami shared his thoughts on the project and felt that it was an excellent idea to install a bike path through the park. He thought it was important to note that the PTA's support the proposed projects and suggested that a letter from the principal be included with the application.

Commissioner Vigon felt that pedestrian safety was paramount along with a program to enforce and reclaim pedestrian right of way in the City. He would like to see residents remove overgrown vegetation on their property that inhibits visibility at intersections and pedestrian right of ways. Commissioner Vigon also doesn't think that pedestrians should have to fight cars and trucks in order to cross Highland Avenue – but understands that these are all costly ventures. He expressed that he is glad to see these items brought forward tonight and supports it.

Commissioner Stabile expressed his concerns about Pennekamp's absence. Commissioner Adami suggested that they contact MBUSD to get Pennekamp involved.

Management Analyst Madrid said the principal of Pennekamp didn't feel like he had enough parent support to pursue the projects but said she would follow up with the school district.

Action

A motion was MADE and SECONDED (Vigon/Silverman) to proceed with the Federal Safe Route to School Grant Application.

AYES: Silverman, Vigon, Fournier, Adami and Chair Stabile.
NOES: None.
ABSENT: None.
ABSTAIN: None.

F. COMMISSION ITEMS

1. Commissioner Silverman questioned Council's decision to put parking meters on Park View because he seldom sees cars parked there.

Commissioner Vigon stated that it was an opportunity to raise revenue. Management Analyst Madrid stated that it was a Work Plan item.

A brief discussion followed among the commissioners with Commissioner Adami asking if any revenue has been realized by the City from these meters. He stated that he seldom sees any cars there.

Commissioner Silverman questioned why parking was eliminated in the sloped areas, which are now all No Parking Anytime zones, and if those areas can allow parking after 6:00 p.m.

The consensus of commissioners was that parking meters on Park View warrant a second look.

Management Analyst Madrid said an analysis of the installation of meters in this area will be performed towards the beginning of next year, and that the findings will be reported to Council. She also stated that she would include Commissioner Silverman's request in the PPIC Action Minutes to City Council.

2. Commissioner Adami asked for a status update on the crosswalk at Manhattan Beach Boulevard at the Target exit. Management Analyst Madrid will follow-up on this item with the Public Works Department.

3. Commissioner Vigon would like to see the area at the intersection of Manhattan Beach Boulevard and Valley/Ardmore landscaped. He stated that there are wood chips there at the moment but there are also sprinklers installed.

Management Analyst Clay Curtin responded to the question stating that due to budget cuts, the City is now spending \$500,000 per year on landscaping as opposed to the \$1 Million they previously budgeted for annually.

Chair Stabile suggested that this might be an opportunity for a community project.

Management Analyst Curtin shared that Deep Roots Nursery on Sepulveda Boulevard is taking donations to beautify the City landscape and have independently improved the green belt area.

G. STAFF ITEMS

1. Management Analyst Madrid introduced Management Analyst Clay Curtin to the commission announcing that he would be taking her place while she is on maternity leave.
2. Commissioner Adami asked about lights on the parking meters so that patrons could see what the balance of time was left on the meter.

Management Analyst Madrid will follow up with Public Works on this item.

3. Management Analyst Madrid said that she had contacted Jeanne Wood at American Martyrs Pre-school and Ms. Sondra Elsky regarding their concerns that were raised during the follow-up study. Management Analyst Madrid has not received a response back from either party.
4. Management Analyst Madrid presented a flyer to the commissioners inviting them to attend the Bike Master Plan meeting coming up at Joslyn Auditorium on June 20th. She also stated that the item would come before the PPIC Commission before going to the City Council.

H. ADJOURNMENT

The Meeting was adjourned at 8:20 p.m. to the Regular PPIC Meeting on Thursday, June 23, 2011, at 6:30 p.m. in the City Council Chambers of City Hall, 1400 Highland Avenue, in said City.

**Detailed Engineer's Estimate
 For Construction Items Only**

Agency: City of Manhattan Beach

Project Name: 2011 Cycle 3 Federal Safe Routes to School Grant

Project Location: City of Manhattan Beach - American Martyrs, Grand View, Meadows, MB Middle Pacific and Robinson schools

Date of Estimate: June 15, 2011

Prepared by: Jack Rydell

Item No.	Description	Quantity	Units	Unit Cost	Total
1	Install Concrete Curb Extensions with New Gutter	5,000	SF	\$25.00	\$125,000
2	Install Detectable Warning Surface	12	EA	\$400.00	\$4,800
3	Furnish and Install R1-5 Sign on New Post	4	EA	\$500.00	\$2,000
4	Relocate STOP Sign, Remove and Install "STOP" Pavement marking and Limit Line	2	EA	\$2,000.00	\$4,000
5	Furnish and Install W11-2 and W16-7p Signs on New Post	2	EA	\$750.00	\$1,500
6	Furnish and Install blank-out "NO RIGHT TURN" signs	2	EA	\$1,500.00	\$3,000
7	Furnish and Install Flexible Delineators	20	EA	\$100.00	\$2,000
8	Furnish and Install Type A Raised Pavement Markers	400	EA	\$5.00	\$2,000
9	Install Thermoplastic High Visibility Yellow Crosswalk	2	EA	\$1,000.00	\$2,000
10	Install Thermoplastic White Yield Line	4	EA	\$500.00	\$2,000
11	Install White 4" Paint Striping	3,200	LF	\$1.00	\$3,200
12	Furnish and Install Radar Feedback Signs	7	EA	\$7,500.00	\$52,500
13	Furnish and Install Solar Powered Red Flashing Beacons with Timers	37	EA	\$1,000.00	\$37,000
14	Install Thermoplastic High Visibility White Crosswalk	1	EA	\$1,000.00	\$1,000
15	Construct Concrete Bike Path	4,000	SF	\$15.00	\$60,000
16	Install Red 24" Paint Striping	200	LF	\$6.00	\$1,200
17	Furnish and Install Assembly B on New Post	2	EA	\$750.00	\$1,500
18	Furnish and Install Assembly D on New Post	2	EA	\$750.00	\$1,500
19	Install Thermoplastic Yellow "SLOW SCHOOL XING" Pavement Marking	2	EA	\$800.00	\$1,600
20	Furnish and Install Right-Turn Only Signage and Markings	1	EA	\$750.00	\$750
21	Furnish and Install Solar Powered Red Flashing Beacons with Timers	2	EA	\$1,000.00	2,000
TOTAL:					\$310,550

CYCLE 3 SRTS INFRASTRUCTURE APPLICATION PROJECT COST ESTIMATE FORM

	SRTS \$	Other \$	Total \$
Preliminary Engineering			
Environmental	\$ 5,000.0000	\$ -	\$ 5,000.0000
PS&E	\$ 60,000.0000	\$ -	\$ 60,000.0000
Right of Way			
Engineering	\$ 10,000.0000	\$ -	\$ 10,000.0000
Appraisals & Acquisitions	\$ -	\$ -	\$ -
Utilities	\$ 10,000.0000	\$ -	\$ 10,000.0000
Construction			
Construction	\$ 310,600.0000	\$ -	\$ 310,600.0000
***Incidental or non-infrastructure costs	\$ 30,000.0000	\$ -	\$ 30,000.0000
Construction Engineering	\$ 20,000.0000	\$ -	\$ 20,000.0000
Before/After Evaluation	\$ 5,000.0000	\$ -	\$ 5,000.0000
City/County Partnership Costs	\$ -	\$ -	\$ -
Subtotal	\$ -	\$ -	\$ -
Contingency*	\$ 40,000.0000		\$ 40,000.0000
Total Project Cost**	\$ 490,600.0000	\$ -	\$ 490,600.0000

*Contingency "Total Cost" may not exceed 10% of the "Subtotal. Contingency to cover all phases of work

**SRTS funds may not exceed \$1,000,000

***Incidental costs not to exceed 10% of construction total cost.